CASH RECEIPT

CUSTOMER COPY

Receipt no. _____

Date _____

Received from _____

Received by (business name and address) _____

For (what was paid for) _____

LINE	AMOUNT
Amount received in cash	$
Sales tax included	$
Balance still due	**$**

THIS PAYMENT IS

- ☐ Payment in full
- ☐ Part payment
- ☐ Deposit
- ☐ Refund paid to customer

Amount in words _____

Notes _____

Received by (signature) _____

✂ CUT HERE

CASH RECEIPT

BUSINESS COPY

Receipt no. _____

Date _____

Received from _____

Received by (business name and address) _____

For (what was paid for) _____

LINE	AMOUNT
Amount received in cash	$
Sales tax included	$
Balance still due	**$**

THIS PAYMENT IS

- ☐ Payment in full
- ☐ Part payment
- ☐ Deposit
- ☐ Refund paid to customer

Amount in words _____

Notes _____

Received by (signature) _____