**RECEIPT**

**Receipt #** **[Receipt number]**

|  |
| --- |
| **Bill to** |
| **[Name]** |
| **[Address]** |
| **[E-mail address]** |
| **[Phone Number]** |
|  |
|  |
| **Ship to** |
| **[Name]** |
| **[Address]** |
| **[E-mail address]** |
| **[Phone Number]** |
|  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Description** | **Rate** | **Quantity** | **Amount** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| **Subtotal** | | |  |
| **Discount (%)** | | |  |
| **TOTAL** | | |  |