|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  | **Balance Due** | | | | | |
|  | | | |  |  |  | # | **Receipt** | | | | |
| **Your Logo Here** | | | |  |  |  |  |
|  |  |  |  |
|  |  |  |  | **Receipt No:** | | 1 | |  |
|  |  |  |  | **Date:** | | mm/dd/yyyy | |  |
|  |  |  |  |  | |  | |  |
|  | | | |  |  |  |  |  | |  | |  |
| **Your Company Name** | | | | **Bill to:** | | | |  | | | |  |
| Address | | | | Company Name | | | | **Payment Date:** | | | |  |
| City | | | | Address | | | | mm/dd/yyyy | | | |  |
| Postal | | | | City | | | |  | | | |  |
| Email address | | | | Postal | | | |  | | | |  |
|  | | | | | | | | | | | |  |
| Description | | | | | | Hours | | Rate | | Amount | |  |
| Enter description of product or service here | | | | | | 0 | | 0 | | $0.00 | |  |
| Enter description of product or service here | | | | | | 0 | | 0 | | $0.00 | |  |
| Enter description of product or service here | | | | | | 0 | | 0 | | $0.00 | |  |
| Enter description of product or service here | | | | | | 0 | | 0 | | $0.00 | |  |
| Enter description of product or service here | | | | | | 0 | | 0 | | $0.00 | |  |
| Enter description of product or service here | | | | | | 0 | | 0 | | $0.00 | |  |
|  | | | | | | | | | | | |  |
| **Subtotal ($)** | | | | 500.00 | |  | **TOTAL PAID** | | | | |  |
| **Discount** | | | | 20% | |  | **$000.00** | | | | |  |
| **Tax rate** | | | | 20% | |  |  |
| **Tax ($)** | | | | 500.00 | |  |  |
| This free receipt template was provided to you by Invoice2go. | | | | | | | | |  | | --- | |  | |  | A picture containing text  Description automatically generated |  |  |
| [Click here to create your free account.](https://invoice.2go.com/sign-up/) | | | | | |  |  |  |  |  |  |  |