|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  | **Balance Due** |
|  | **Your Company Name** |  |  |  | # | **Receipt** |
|  | Address |  |  |  |  |
|  | City |  |  |  |  |
|  | Postal |  |  |  |  | **Receipt No:**  | 000000 |  |
|  | Email address |  |  |  |  | **Date:**  | mm/dd/yyyy |  |
|  |  |  |  |  |  | **Payment Date:** | mm/dd/yyyy |  |
|  |  |  |  |  |  |  |  |  |  |  |
|  | **Bill to** | **Ship to** |  |  |
|  | Company Name | Company Name |  |  |  |  |  |
|  | Address | Address |  |  |  |  |  |
|  | City | City |  |  |  |  |  |
|  | Postal | Postal |  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |
|   | Description | Quantity | 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  |  |
|   |   |   |
|  |  | Subtotal | $0.00  |  |
|  | **Notes:**Add your notes here |  | Tax rate | 0.00% |  |
|  |  | Tax | $0.00  |  |
|  |  |   |   |   |  |
|  |  | Total Paid | $0.00  |   |
|  |  |  |
|  | This free simple receipt template was provided to you by Invoice2go. Visit invoice2go to create your free account. |  |
| A picture containing text  Description automatically generated

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