

# Donation Receipt Invoice

[Charitable Organization Name]  
[Address Line 1, Address Line 2]  
[City, State, Zip]  
[Phone Number | Email]  
[Registration No./Tax Exemption ID]

Receipt No.:	[_____]	Date:	[_____]
Donor Name:	[_____]	Donor Email:	[_____]
Donor Contact:	[_____]	Address:	[_____]

Description	Mode of Payment	Amount
[e.g., General Donation, Project Support, etc.]	[Cash/Cheque/Online]	[_____]
Total Amount Received	[_____]	
Amount in Words	[_____]	

\_\_\_\_\_

\_\_\_\_\_ Authorized Signatory

Donor's Signature

This receipt acknowledges with thanks the receipt of the above donation.  
[Charitable Organization Name] is a registered non-profit organization. Donations may be eligible for tax exemption as per applicable laws.

Thank You for Your Generosity!