

# SALES RECEIPT

Business Name  
Address Line 1, Address Line 2, City, State ZIP  
Phone: (xxx) xxx-xxxx

Date: \_\_\_\_\_

Receipt #: \_\_\_\_\_

Sold By: \_\_\_\_\_

Customer Name: \_\_\_\_\_

Description	Qty	Unit Price	Total

Subtotal \_\_\_\_\_

Tax \_\_\_\_\_

**Total** \_\_\_\_\_

Payment Method \_\_\_\_\_

Change Due \_\_\_\_\_

Thank you for your business!