

# Hotel Name

123 Main Street, City, Country

Phone: (123) 456-7890 | Email: info@hotel.com

## Guest Bill / Invoice

Guest Name: \_\_\_\_\_

Bill No.: \_\_\_\_\_

Room No.: \_\_\_\_\_

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

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

Date	Description	Reference	Amount

Subtotal	_____
Tax / Service Charge	_____
<b>Total Amount</b>	_____
Payments Received	_____
Balance Due	_____

Guest Signature: \_\_\_\_\_

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

Thank you for choosing our hotel. We hope you had a pleasant stay.