

Lodging Receipt

Hotel Name: _____

Hotel Address: _____

Hotel Phone: _____

Receipt Number: _____

Date of Issue: _____

Guest Name: _____

Guest Address: _____

Check-in Date: _____

Check-out Date: _____

Room Number: _____

Description	Amount
Room Charges	
Taxes & Fees	
Other Charges	
Total	

Payment Method: _____

Authorized Signature

Guest Signature