

Hotel Name

123 Main Street, City, Country — +123 456 7890

Guest Receipt

Date: _____

Guest Name: _____ Room Number: _____
Check-in: _____ Check-out: _____
Receipt No.: _____ Booking Ref: _____

Description	Qty	Unit Price	Amount
Room Charge	—	—	—
Taxes & Fees	—	—	—
Extra Services	—	—	—
Other	—	—	—
Subtotal			_____
Total			_____
Amount Paid			_____
Balance			_____

Thank you for staying with us.
Please contact reception for any inquiries.
-- End of Receipt --