# **Cash Receipts**

## <Company name>

<123 Brooklyn street, City, State, <Zip/Post>

<Website, Email Address>

<Phone number>

BILLED TO SHIP TO

<Contact name> <Name/ Dept>

<Client company name> <Client company name>

<Address> <Address>

<Phone, Email> <Phone>

| DESCRIPTION | QTY | UNIT PRICE | TOTAL |
| --- | --- | --- | --- |
|  |  |  |  |
|  |  |  | 0.00 |
|  |  |  | 0.00 |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  | 0.00 |
|  |  |  | 0.00 |
|  |  |  |  |
|  | SUBTOTAL | 0.00 |
|  | DISCOUNT | 0.00 |
| SUBTOTAL LESS DISCOUNT | 0.00 |
| TAX RATE | 0.00 |
| TOTAL TAX | 0.00 |
| SHIPPING/ HANDLING | 0.00 |
|  | **Balance Paid** | $ |