RECEIPT ↗

–

FROM

_____

Address
Email or phone

RECEIVED FROM

_____

Address

RECEIPT NO. _____

PAYMENT DATE _____

PAID BY _____

TRANSACTION REF. _____

DESCRIPTION	QTY	PRICE	AMOUNT
Rent for (unit, period from – to)			
Late fee or other charges (describe)			

Subtotal

Tax (____%)

Total

Amount paid

Balance remaining

NOTES

Property address and unit. Rental period covered. Received by (name, title, signature). Balance still owed, if any.