**ITEMIZED RECEIPT**

|  |
| --- |
| **SHIP TO** |
| <Name / Dept> |
| <Client Company Name> |
| <Address> |
| <Phone> |

|  |
| --- |
| **BILL TO** |
| <Contact Name> |
| <Client Company Name> |
| <Address> |
| <Phone, Email> |

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