**SALES RECEIPT**

|  |  |
| --- | --- |
| **Sold To** | **Date:** Date  **Receipt # No.** |
| Customer Name  Company Name  Street Address  City, ST ZIP Code  Customer ID No. |  |

|  |  |  |
| --- | --- | --- |
| **Payment Method** | **Check No.** | **Job** |
|  |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Qty | Item # | Description | Unit Price | Discount | Line Total |
|  |  |  |  |  |  |
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|  |  |  |  |  |  |
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|  |  |  |  |  |  |
| Thank you for your business! | | | |  |  |
|  |  |  |  | Discount |  |
|  |  |  |  | Subtotal |  |
|  |  |  |  | Sales Tax |  |
|  |  |  |  | Total |  |