

ABC Enterprises
123 Business Road
Suite 101, Metro City
Phone: +1 234 567 8901
Email: info@abc.com
Receipt No: APR-2024-004
Date: 2024-06-22

ADVANCE PAYMENT RECEIPT

Received From:
Mr. John Doe

Address:
456 Client Avenue, Central Town, Country

Project / Purpose:
Supply of Office Furniture

Amount Received:
\$3,500.00 (Three Thousand Five Hundred Only)

Mode of Payment:
Bank Transfer

Sr. No.	Details	Amount
1	Advance Payment towards order INV-2024-112	\$3,500.00
Total		\$3,500.00

Remarks: Balance payment to be paid upon delivery of goods.

Authorized Signatory

Received By

Important Notes:

- This receipt acknowledges the advance payment specified above.
- It should be preserved for future reference and settlement.
- The advance will be adjusted against the final invoice/bill.
- Receipt is valid only if duly signed and stamped by an authorized signatory.
- Please verify all details; contact the issuer in case of discrepancies.