

Advance Payment Receipt

Date: **15 June 2024**
Receipt No: **APR-00234**

Project & Client Information

Project Name: Green Valley Office Construction
Project ID: GVOC-7891
Client Name: Acme Developers Ltd.
Client Address: 1245 West Avenue, Springfield, CA 90001
Received From: John Doe, Finance Manager

Advance Payment Amount

\$25,000.00 (Twenty-Five Thousand Dollars Only)

Payment Mode: Bank Transfer
Reference / Cheque No.: **BANKTR340912**
Payment Date: **14 June 2024**

This is to acknowledge the receipt of the above-mentioned advance payment towards the project as per the payment terms agreed in the contract.

Authorized Signature

Name: Michael Smith
Designation: Project Manager

Received By

Name: John Doe
Designation: Finance Manager

Important Notes

- This receipt confirms only the advance payment and not the full settlement of the project amount.
- Retain this document for accounting and future reference purposes.
- The actual start and completion of work are subject to the terms of the main contract.
- Any discrepancies should be reported to our finance department within 5 business days.
- This receipt becomes void if the payment is reversed or not honored by the bank.