

Payment Acknowledgement Receipt

Date: ____ / ____ / ____
Receipt No.: _____

Received From

Name: _____
Address: _____
Contact No.: _____

Payment Details

Amount (in words): _____
Amount (in figures): _____
Payment Method: _____
Reference/Transaction ID: _____

Description	Invoice/Ref. No.	Amount

This is to acknowledge receipt of the above-mentioned payment from the aforementioned party towards the specified purpose.

Remarks: _____

Authorized Signature

Name: _____
Date: ____ / ____ / ____

Recipient's Signature

Name: _____
Date: ____ / ____ / ____

- This receipt serves as proof of payment and should be retained for records.
- Verify all details before accepting/signing the receipt.
- Invalid or incomplete receipts may not be recognized for future reference.
- This document does not constitute a tax invoice unless specified.
- Contact the issuer for any discrepancies or clarifications.