

## PAYMENT RECEIPT

**Receipt No:** \_\_\_\_\_

**Date:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_\_

**Received From:** \_\_\_\_\_

**Amount:** \$ \_\_\_\_\_

**Amount in Words:** \_\_\_\_\_

**For Payment Of:** \_\_\_\_\_

**Service Period:** \_\_\_\_\_

**Payment Method:** Cash / Cheque / Bank Transfer

**Remarks:** \_\_\_\_\_

Received by (Signature) \_\_\_\_\_

Customer's Signature \_\_\_\_\_

### Important Notes:

- This document serves as official proof of payment for provided services.
- Please fill out all sections clearly and accurately.
- Handwritten receipts must be signed by both receiver and customer.
- Retain a copy for your records.
- Alterations or erasures may void the receipt's validity.