

# Rent Receipt

Receipt No.

Date

## Tenant Information

Tenant Name

Rental Address

## Payment Details

Rent Period

Amount Paid

Payment Method

Breakdown (if any):

## Landlord Information

Landlord/Agent Name

Contact

Landlord/Agent Signature

Tenant Signature

## Important Notes:

- This receipt serves as proof of payment for rent.
- Ensure all details, especially dates and amounts, are correctly filled in.
- Both landlord and tenant should keep a copy for their records.
- Mention the payment method clearly (e.g., cash, cheque, bank transfer).
- For tax or legal purposes, retain receipts as per local regulations.