

# Cash Transaction Receipt

Receipt No.:	<input type="text"/>	Date:	<input type="text"/>
Received From:	<input type="text"/>		
Amount (in figures):	<input type="text"/>	Currency:	<input type="text"/>
Amount (in words):	<input type="text"/>		
Purpose/Description:	<input type="text"/>		

\_\_\_\_\_  
Receiver's Signature

\_\_\_\_\_  
Issuer's Signature

## Important Notes:

- This receipt serves as proof of cash received for the stated purpose only.
- Ensure all fields are filled clearly and accurately before signing.
- Receipts should be issued in duplicate—one for the payer and one for the issuer.
- Retain receipts for your records and future reference.
- Signatures of both parties help validate the transaction.