

# Hotel Receipt

**Hotel Name:** Seaview Inn

**Address:** 123 Beach Road, Paradise City, Country

**Phone:** +123-456-7890

**Email:** info@seaviewinn.com

**Guest Name:** John Doe

**Room Number:** 402

**Check-in:** 2024-06-18

**Check-out:** 2024-06-21

**Receipt No.:** 000234

Description	Qty	Unit Price	Amount
Deluxe Room (Per Night)	3	\$120	\$360
Room Service	2	\$18	\$36
Laundry	1	\$15	\$15

**Subtotal:** \$411  
**Tax (10%):** \$41.10  
**Total Amount:** \$452.10

## Payment Methods

Method	Reference	Amount
Credit Card (VISA)	**** * 1234	\$252.10
Cash	Receipt #RCPT2301	\$200.00

**Received By:** A. Smith

**Date:** 2024-06-21

## Important Notes

- This receipt serves as proof of payment for the above stay and services.
- Please retain this document for your records and reimbursement purposes.
- No refunds will be processed without presentation of this original receipt.
- All charges are inclusive of applicable taxes unless otherwise stated.
- Discrepancies must be reported within 7 days of receipt issuance.