

Sales Receipt

Receipt Number:

SR-2024-0178

Date:

2024-06-25

Sold By:ABC Stationery Shop
123 Main Street
City, ZIP 12345**Customer:**John Doe
789 Elm Avenue
City, ZIP 45678**Items Purchased**

| # | Description | Qty | Unit Price | Total |
|-----------------------------|----------------------|-----|-----------------------|--------------|
| 1 | Notebook A5 | 3 | 5.00 | 15.00 |
| 2 | Ballpoint Pen | 5 | 1.20 | 6.00 |
| 3 | Paper Clips (100pcs) | 2 | 2.50 | 5.00 |
| 4 | Highlighter Set | 1 | 4.50 | 4.50 |
| | | | Subtotal | 30.50 |
| | | | Sales Tax (5%) | 1.53 |
| | | | Total Amount | 32.03 |
| Payment Method: Credit Card | | | | |

Authorized Signature: _____

- Keep this receipt as proof of purchase for returns or warranty claims.
- Ensure all item details and totals are accurate before leaving the store.
- Sales receipts are essential for record-keeping and accounting purposes.
- Contact the seller immediately if any discrepancies are found on this receipt.