

Multipurpose Cash Transaction Receipt

Receipt No: ____ | Date: ____/____/____

Received From:

Name:

Address:

Contact No.:

Paid To:

Name:

Address:

Contact No.:

Payment Details:

Payment Method:

Reference/Chq No:

Transaction Details

Description / Purpose	Amount	Remarks
Total		

Amount in Words: _____

Received By

Authorized Signature

Important Notes:

- This receipt serves as an official record for cash transactions.
- Ensure all details, including recipient and payer information, are accurate.
- Both parties should retain a copy for their records.
- No alterations are permitted after signatures.
- For any discrepancies, contact the issuer immediately.