

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.