

Cash Receipt

Company/Organization Name
123 Main Street, City, Country
Phone: (000) 123-4567
Email: info@company.com

[Your Logo]

Receipt No.	RCPT-2024-001
Date	06 June 2024
Received From	Jane Doe
Address	45 King Avenue, Cityville, Country
Payment Method	Cash
Description / Reason	Payment for Invoice #INV-120

Amount Received	\$250.00
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Amount in Words	Two Hundred Fifty Dollars Only
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Received By
Signature

Date: _____

Important Notes:

- This receipt serves as official proof of payment. Please retain for your records.
- Always verify all details before issuing or accepting the receipt.
- This document is invalid unless signed by an authorized representative.
- Duplicate receipts should be marked accordingly to avoid misuse.
- For queries regarding this receipt, contact the issuing entity directly.