

Refund Receipt (Handwritten Format)

Receipt No: _____
Date: ____ / ____ / ____
Customer Name: _____
Contact No: _____
Address: _____

Returned Item(s) Details

Item Description	Qty	Unit Price	Total
_____	____	_____	_____
_____	____	_____	_____
Total Refund Amount			_____

Payment Method: Cash / Bank / Other: _____
Reason for Return: _____

Customer Signature

Authorized Signature

Important Notes:

- This receipt must be completed legibly and kept for records by both parties.
- All details should match with the original purchase invoice.
- Refund is subject to inspection and return policy of the seller.
- Signatures of both customer and authorized person are necessary.
- Amendments must be countersigned by both parties.