

# Grand Vista Hotel

123 Main Street, Metropolis City, 12345  
Tel: (123) 456-7890 | Email: info@grandvistahotel.com

**Folio No:** 0002456

**Date:** 2024-06-15

**Room No:** 210

**Guest Name:** John Doe

**Check-In:** 2024-06-10

**Check-Out:** 2024-06-15

**Address:** 456 Elm Avenue, Downtown, 65432

**Contact:** +1-987-654-3210

Date	Description	Reference	Charges	Credits	Balance
2024-06-10	Room Charge (1 Night)	RC-001	120.00		120.00
2024-06-11	Room Charge (1 Night)	RC-002	120.00		240.00
2024-06-12	Restaurant Charges	FB-018	45.50		285.50
2024-06-13	Laundry Service	LS-009	12.00		297.50
2024-06-14	Advance Payment	AP-451		297.50	0.00
Total			297.50	297.50	0.00

**Guest Signature:** \_\_\_\_\_

**Receptionist:** Jane Smith

- This folio receipt shows all transactions during your hotel stay.
- Please review carefully and report any discrepancies immediately.
- Folio receipt serves as proof of payment and stay at the property.
- Keep this document for your records and for future references.
- All charges are inclusive/exclusive of applicable taxes as indicated.