

Refund Receipt

Company Name: ABC Traders Pvt. Ltd.
Address: 123 Market Avenue, Suite 456, City, Country

Receipt No: RR-2024-0021
Date: 15-Jun-2024

Customer Name: John Doe
Customer ID: CUST-10587

Refund Mode: Bank Transfer
Reference: INV-2024-0451

Refunded Items (Ledger Format)

Date	Particulars	Voucher No.	Debit (₹)	Credit (₹)	Balance (₹)
13-Jun-2024	Original Invoice Payment	INV-2024-0451	15,000.00	-	15,000.00 Dr
15-Jun-2024	Refund Issued	RR-2024-0021	-	15,000.00	0.00

Total Refunded: ₹ 15,000.00
Refund Date: 15-Jun-2024

Prepared By

Checked By

Approved By

- This refund receipt serves as a formal record of the transaction reversal in the ledger.
- Ensure all relevant supporting documents are attached with this receipt for verification.
- This document should be signed and acknowledged by both parties.
- Keep this receipt safely for future auditing and reference purposes.
- Any discrepancies found must be reported within 7 days of receipt.