

ABC Enterprises

123 Premier Road, Business City
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Credit Note

No.: CN/2024/045
Date: 21-06-2024

To (Customer):

M/s Universal Traders
45 Market Area, Industrial Town
GSTIN: 29AAACU5678G2ZF
Original Invoice Reference:
Invoice No.: INV/2024/178
Date: 17-06-2024

S. No.	Description	Invoice Amount (â,')	Discount Allowed (â,')	Net Amount (â,')	Remarks
1	10 boxes of Item Alpha (Inv/2024/178)	20,000	1,000	19,000	As per agreement
2	5 units of Item Beta (Inv/2024/178)	7,500	375	7,125	Prompt payment

Total Discount Allowed (â,'): 1,375

Total Amount Credited (â,'): 1,375

Important Notes:

- This Credit Note is issued for the allowed discount against the referenced invoice(s).
- It should be matched with the original invoice for reconciliation.
- Discount allowed is entered in the ledger as an expense to the business.
- Ensure the credit note number is unique and sequential for audit purposes.
- This document should be duly authorized and communicated to the customer.