

ABC Enterprises

123 Premier Road, Business City

GSTIN: 29AACB1234C1ZY

Contact: +91 99999 11111

Email: info@abc-enterprises.com

Credit Note

No.: CN/2024/045

Date: 21-06-2024

To (Customer):

M/s Universal Traders

45 Market Area, Industrial Town

GSTIN: 29AACU5678G2ZF

Original Invoice Reference:

Invoice No.: INV/2024/178

Date: 17-06-2024

S. No.	Description	Invoice Amount (₹)	Discount Allowed (₹)	Net Amount (₹)	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 (₹): 1,375

Total Amount Credited (₹): 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.