

Hotel Bill

Hotel Name: Grand Comfort Inn
Address: 123 Main Street, Metro City, Country
Phone: +1-123-456-7890
GSTIN: 12ABCDE3456F7Z8

Bill No.: 2024/56789
Bill Date: 2024-06-10
Check-in: 2024-06-07
Check-out: 2024-06-10

GUEST DETAILS

Guest Name: Mr. Arun Kumar
Room Number: 208
Company Name: Acme Corporation
Address: 400 Business Ave, Metro City

BILL DETAILS

Description	Quantity	Rate	Amount
Room Rent (Deluxe)	3 Nights	â,12,500	â,17,500
Breakfast (Complimentary)	3	â,10	â,10
Lunch	2	â,1350	â,1700
Laundry	1	â,1300	â,1300
Subtotal			â,18,500
Taxes (12%)			â,11,020
Total Amount			â,19,520
Amount Received			â,19,520
Balance Due			â,10

Payment Mode: Credit Card (XXXX-1234)
Received By: Ravi Sharma

Authorized Signature

IMPORTANT NOTES

- This bill is valid only with authorized signature and hotel seal.
- Ensure GST and all required details are mentioned for reimbursement.
- Keep a copy of this bill for your records and reimbursement claim.
- Any correction/alteration invalidates the bill for official reimbursement.