

# Itemized Sales Receipt Template for Excel

Enhance your financial tracking with this **itemized sales receipt template** for Excel, designed for clear and organized transaction records. Easily customize and print detailed receipts to improve customer communication and streamline accounting. Perfect for small businesses seeking professional and efficient sales documentation.

## Sample Itemized Sales Receipt

Item #	Description	Quantity	Unit Price	Total
1001	Wireless Mouse	2	\$15.00	\$30.00
1002	Laptop Stand	1	\$25.00	\$25.00
1003	USB-C Cable	3	\$7.00	\$21.00
<b>Subtotal</b>				\$76.00
Tax (8%)				\$6.08
<b>Total</b>				<b>\$82.08</b>

## Receipt Information

- Date:** 2024-06-20
- Receipt #:** SR-2024-10056
- Customer Name:** John Doe

Thank you for your business!