

Printable Sales Transaction Record Form

This **printable sales transaction record form** sample is designed to help small businesses efficiently track their daily sales activities. It provides a clear layout to record product details, quantities, prices, and payment methods, ensuring accurate financial documentation. Ideal for simplifying bookkeeping and enhancing business management.

Date: _____

Transaction ID: _____

Customer Name: _____

Contact No.: _____

#	Product Description	Quantity	Unit Price (\$)	Total Price (\$)
1				
2				
3				
4				
5				
Grand Total (\$):				

Payment Method: Cash Credit Card Debit Card Other: _____

Notes / Remarks:

Seller's Signature:

Customer's Signature: