Rent Receipt Excel Template with Payment Tracker

Efficiently manage your rental payments with this **rent receipt Excel template**, designed to simplify transaction tracking. The integrated payment tracker ensures accurate and timely records, helping landlords and tenants stay organized. Easily customize the template to suit your rental agreement needs.

Sample Rent Receipt Format

Date	Tenant Name	Rental Period	Amount Paid	Payment Method	Receipt Number	Remarks
2024-06-01	John Doe	June 2024	$1,200	Bank Transfer	RR-20240601	On time
2024-07-01	John Doe	July 2024	$1,200	Cheque	RR-20240701	On time

Payment Tracker Example

Month	Due Date	Amount Due	Amount Paid	Payment Status	Balance
June 2024	2024-06-01	$1,200	$1,200	**Paid**	$0
July 2024	2024-07-01	$1,200	$1,200	**Paid**	$0
August 2024	2024-08-01	$1,200	$0	**Pending**	$1,200

How to Use This Template

1. Download and open the template in Microsoft Excel or Google Sheets.
2. Enter details such as tenant name, property address, rental period, and payment details.
3. Record each payment received and update the payment tracker to monitor outstanding balances.
4. Customize columns/fields as per your rental agreement.

This template is intended for informational purposes only. Please consult with a professional for legal or accounting advice.