

Downloadable Credit Invoice Form Sample for Small Business

Download a **credit invoice form** sample designed specifically for small businesses to streamline billing and payment processes. This template ensures clear documentation of credit transactions, enhancing financial management and customer communication. Easily customizable and printable for immediate use.

[Download Credit Invoice Form \(DOCX\)](#)

Credit Invoice Sample Preview

Your Business Name

Address: 123 Main Street, City, State ZIP
Phone: (123) 456-7890 Email: sales@yourbusiness.com

Invoice No: INV-0001

Date: 2024-06-20

Credit Note Ref: CR-0001

Due Date: 2024-07-20

Billed To:

Client Name
Client Company
789 Client Ave, City, State ZIP

Description	Qty	Unit Price	Total
Returned Product A	2	\$50.00	\$100.00
Billing Adjustment	1	\$-20.00	\$-20.00
Subtotal			\$80.00
Tax (5%)			\$4.00
Total Credit			\$84.00

Reason for credit: Returned products and billing adjustment.

Payment Terms: Amount to be credited towards your account or refunded within 14 days.

Authorized by: _____ Date: _____

This credit invoice is computer generated and does not require a signature.