

Rental Receipt Form Sample (Including Utility Charges)

This **rental receipt form sample** includes detailed sections for recording rent payments along with utility charges, ensuring accurate bookkeeping for landlords and tenants. It provides a clear breakdown of each payment, making it easy to track monthly expenses. Use this form to maintain transparent financial records in rental agreements.

Tenant & Property Details

Tenant Name: _____

Landlord/Agent Name: _____

Property Address: _____

Rental Period: _____

Receipt No.: _____

Date of Payment: _____

Payment Breakdown

Description	Amount (USD)
Monthly Rent	
Water Charges	
Electricity Charges	
Gas Charges	
Internet Charges	
Total Amount Paid	

Mode of Payment

Cash / Cheque / Bank Transfer / Other: _____

Notes: _____

Received By (Signature): _____

Date: _____

*Please retain this receipt for your records. This document serves as proof of payment for both rent and utilities as indicated above.