

# Cash Receipt Sample for Small Business

A **cash receipt sample for small business** helps document transactions accurately, ensuring financial transparency and accountability. It simplifies record-keeping by providing a clear proof of payment for both the business and its customers. Using a well-designed cash receipt enhances trust and eases bookkeeping processes.

CASH RECEIPT

Receipt No.: 0023

Date: 2024-06-15

Received From: Jane Doe

Phone: (123) 456-7890

Business Name: ABC Widgets LLC

Description	Amount
Widget A (Qty: 10)	\$150.00
Widget B (Qty: 5)	\$75.00
Total	\$225.00

Payment Method: Cash

Purpose: Purchase of widgets

Authorized Signature

Received By

Thank you for your business!