

Cash Receipt Form

(Non-Profit Organization)

Receipt No.:

Date of Receipt:

Received From:

Address:

Amount Received (USD):

Purpose (Donation/Other):

Payment Method:

Remarks/Notes:

Received By (Authorized Signature):

Name & Signature

Given By (Donor/Payee Signature):

Name & Signature

Submit

* This is a sample template for documentation purposes only.

This **cash receipt form** sample is specifically designed for non-profit organizations to accurately document all cash transactions. It ensures transparency and proper financial tracking, which is essential for maintaining trust and accountability. Utilizing this form helps streamline the donation and payment recording processes efficiently.