

Sales Receipt

Receipt for Services Rendered

Service Provider: [Your Business Name]
Address: [Business Address]
Phone: [Business Phone]
Email: [Business Email]

Receipt No.: [#####]
Date: [DD/MM/YYYY]

Billed To:

[Client Name]
[Client Address]
[Client Phone]
[Client Email]

| Description of Services | Hours/Qty | Amount |
|--|-----------|--------------------|
| [Description of service rendered] | [Number] | [Currency][Amount] |
| Total: [Currency][Total Amount] | | |

Payment Method: [Cash/Check/Credit Card/Other]
Paid On: [DD/MM/YYYY]

Thank you for your business!
This receipt is issued as proof of payment for services rendered.
Please retain this document for your records.