Payment Receipt Excel Template with Running Balance

This **payment receipt Excel template** helps you track payments efficiently with a clear running balance feature. Designed for easy data entry and automatic calculations, it ensures accurate financial records. Ideal for businesses and individuals managing multiple transactions.

Date	Receipt No.	Description	Amount Received	Payment Method	Balance
2024-06-04	001	Initial Payment	1,000.00	Bank Transfer	=D2
2024-06-10	002	Second Payment	500.00	Cash	=F2+D3
2024-06-18	003	Additional Payment	750.00	Credit Card	=F3+D4

Instructions for Excel:

- Replace cells in "Balance" column with the formula in Excel:
  The first balance cell: `=D2`
  Each subsequent cell: `=F(previous row) + D(current row)`
  Example for row 3: `=F2+D3`
- Continue adding rows for new payments. The running balance will update automatically.