**[](https://www.smartsheet.com/try-it?trp=11304&utm_source=integrated+content&utm_campaign=/content/receipt-templates-microsoft-word&utm_medium=Car+Hire+Receipt+doc+11304&lpa=Car+Hire+Receipt+doc+11304&lx=PFpZZjisDNTS-Ddigi3MyABAgeTPLDIL8TQRu558b7w)**

**CAR HIRE RECEIPT TEMPLATE**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **CAR HIRE RECEIPT** | | | | | |
| **RECEIPT NUMBER** |  | | **DATE OF TRIP** |  | |
| **PASSENGER NAME** |  | | **AMOUNT PAID** |  | |
| **TAXI NUMBER** |  | | **TIP TOTAL** |  | |
| **PAYMENT METHOD** | CASH | CREDIT | CHECK | CHECK NUMBER: | |
| **DRIVER NAME** |  | | **LICENSE NUMBER** |  | |
| **DRIVER ID** |  | | **DRIVER PHONE** |  | |
| **TRIP INFO** | | | **FARE INFO** | | |
| **PICK UP LOCATION** |  | | **TOTAL MILEAGE** | **FARE PER MILE** | **BALANCE DUE** |
| **DESTINATION** |  | |  |  |  |
| **ADDITIONAL INFO** |  | | **THANK YOU** | | |
|  |  |  |  |  |  |
| **CAR HIRE RECEIPT** | | | | | |
| **RECEIPT NUMBER** |  | | **DATE OF TRIP** |  | |
| **PASSENGER NAME** |  | | **AMOUNT PAID** |  | |
| **TAXI NUMBER** |  | | **TIP TOTAL** |  | |
| **PAYMENT METHOD** | CASH | CREDIT | CHECK | CHECK NUMBER: | |
| **DRIVER NAME** |  | | **LICENSE NUMBER** |  | |
| **DRIVER ID** |  | | **DRIVER PHONE** |  | |
| **TRIP INFO** | | | **FARE INFO** | | |
| **PICK UP LOCATION** |  | | **TOTAL MILEAGE** | **FARE PER MILE** | **BALANCE DUE** |
| **DESTINATION** |  | |  |  |  |
| **ADDITIONAL INFO** |  | | **THANK YOU** | | |
|  |  |  |  |  |  |
| **CAR HIRE RECEIPT** | | | | | |
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| **PAYMENT METHOD** | CASH | CREDIT | CHECK | CHECK NUMBER: | |
| **DRIVER NAME** |  | | **LICENSE NUMBER** |  | |
| **DRIVER ID** |  | | **DRIVER PHONE** |  | |
| **TRIP INFO** | | | **FARE INFO** | | |
| **PICK UP LOCATION** |  | | **TOTAL MILEAGE** | **FARE PER MILE** | **BALANCE DUE** |
| **DESTINATION** |  | |  |  |  |
| **ADDITIONAL INFO** |  | | **THANK YOU** | | |

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