** CAR RENTAL RECEIPT TEMPLATE**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **YOUR LOGO** |  |  |  | CAR RENTAL RECEIPT |
|  |  |  |  |  | **START DATE** | **END DATE** | **INVOICE DATE** | **INVOICE NO.** |
|  |  |  |  |  |  |  |  |  |
| RENTAL COMPANY |  |  |  |  |  |  |  |
| COMPANY NAME |   |  | INVENTORY ID | CAR MAKE | MILES | DURATION (HRS) | RENT PER HOUR | TOTAL |
| LEASED BY NAME |   |  |   |   |   |   |   |  |
| ADDRESS  |   |  |   |   |   |   |   |  |
| ADDRESS  |   |  |   |   |   |   |   |  |
| TELEPHONE  |   |  |   |   |   |   |   |  |
| EMAIL |   |  |   |   |   |   |   |  |
| RENTER / LESSEE |  |   |   |   |   |   |  |
| FULL NAME |   |  |   |   |   |   |   |  |
| DRIVER'S LIC. NO. |   |  |   |   |   |   |   |  |
| ADDRESS  |   |  |   |   |   |   |   |  |
| ADDRESS  |   |  |   |   |   |   |   |  |
| ADDRESS  |   |  |   |   |   |   |   |  |
| TELEPHONE  |   |  |   |   |   |   |   |  |
| COMPANY NAME |   |  |   |   |   |   |   |  |
| VEHICLE INFO |  |  |  |  |  | **TOTAL HOURS** |  | **SUBTOTAL** |
| VIN |   |  |  |  |  |  |  |  |
| MAKE |   |  | Remarks / Instructions:  |  |  |  | **INSURANCE** |   |
| MODEL |   |  |  |  |  |  | **OTHER** |   |
| COLOR |   |  |  |  |  |  | **TOTAL** |   |
| YEAR |   |  |  |  |  | enter initial payment amount | **LESS PAYMENT** |  |
| FUEL STATUS |   |  |  |  |  |  | **TOTAL DUE** |  |
|  |  |  |  |  |  |  |  |  |
| OWNER NAME |  |  | OWNER |  |  |  |  |  |
| (PRINT) |   |  | (SIGNATURE) |   | DATE |   |  |  |
|  |  |  |  |  |  |  |  |  |
| CUSTOMER NAME |  |  | CUSTOMER |  |  |  |  |  |
| (PRINT) |  |  | (SIGNATURE) |  | DATE |   |  | THANK YOU |

|  |
| --- |
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