[A green sign with white text

Description automatically generated with medium confidence](https://www.smartsheet.com/try-it?trp=11304&utm_source=integrated+content&utm_campaign=/content/receipt-templates-microsoft-word&utm_medium=Simple+Fillable+and+Printable+Receipt+doc+11304&lpa=Simple+Fillable+and+Printable+Receipt+doc+11304&lx=PFpZZjisDNTS-Ddigi3MyABAgeTPLDIL8TQRu558b7w)

**SIMPLE FILLABLE AND   
PRINTABLE RECEIPT TEMPLATE**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **YOUR LOGO** |  | INVOICE | | |
| Company Name |  |  | | **DATE OF INVOICE** |
| 123 Main Street |  |  | |  |
| Hamilton, OH 44416 |  |  | | **INVOICE NO.** |
| (321) 456-7890 |  |  | |  |
| Email Address |  |  | | **DATE DUE** |
|  |  |  | |  |
| **CUSTOMER NAME** |  |  | | **AMOUNT** |
| ATTN: Name / Department |  |  | |  |
| Company Name |  |  |  | |
| 123 Main Street |  |  |  | |
| Hamilton, OH 44416 |  |  |  | |
| (321) 456-7890 |  |  |  | |
| Email Address |  |  |  | |

|  |  |  |
| --- | --- | --- |
| **DESCRIPTION** | **AMOUNT** |  |
|  |  |  |
| **TOTAL** |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| *Please make check payable to* Your Company Name. | | | |
| THANK YOU | | | |
|  |  |  |  |
| *For questions concerning this invoice, please contact* | | | |
| Name, (321) 456-7890, Email Address | | | |
| www.yourwebaddress.com | | | |

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| --- |
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