Receipt

[Your business name] · [license #] · [phone] · [email]
Receipt #[number] for invoice #[number]
Customer: [name] · Property: [address]
Paid [date] by [cash / check #___ / Zelle / card]
Work: [one line, e.g. replaced water heater] · Date of work: [date]
[Labor or part] - [qty] × [rate] = [$] (copy each invoice line)
Subtotal [$] · Sales tax [rate]% on [parts] [$]
Total paid: $[amount]
PAID IN FULL - thank you · Warranty: [parts and labor terms]
Received by: [name]

DESCRIPTION	QTY	PRICE	AMOUNT
		Subtotal	
		Sales tax	
		Total paid	