

# ITEMIZED SALES RECEIPT

Receipt Number: \_\_\_\_\_

Date: \_\_\_\_\_

Merchant Name: \_\_\_\_\_

Merchant Phone Number: \_\_\_\_\_

Merchant Street Address: \_\_\_\_\_

City/State/ZIP: \_\_\_\_\_

**Sold to:**

Name: \_\_\_\_\_

Company Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City/State/ZIP: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Description	Quantity	Price/Unit	Line Total

Subtotal: \$ \_\_\_\_\_

Discount: \$ \_\_\_\_\_

Sales Tax: \$ \_\_\_\_\_

Total: \$ \_\_\_\_\_

Amount Paid: \$ \_\_\_\_\_

Payment Method: \_\_\_\_\_

Card/Check Number \_\_\_\_\_

