RECEIPT

[Your business name]
[Address]
[City, region, postcode]
[you@example.com]

Receipt no. **RCT-0001**

RECEIVED FROM
[Client name]
[Client address]
[client@example.com]

Description	Qty	Rate	Amount
Rent for [property address] Period: [start date] to [end date]	1	$0.00	$0.00

Subtotal	$0.00
Total (USD)	**$0.00**

PAID IN FULL

PAYMENT DETAILS
[Cash / transfer / other]

NOTES
Payment method: [bank transfer / cash / cheque / other]. This receipt records that rent was paid for the period and property above.

TERMS
This is a record of payment. It is not a lease and not a tax form.