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| --- | --- |
| Sales Receipt | Date: Receipt # [100] |
| [Your Company Name][Street Address][City, ST ZIP Code][Phone]Fax [000-000-0000][E-mail address] |  | Sold To: | [Name][Company Name][Street Address][City, ST ZIP Code][Phone]Customer ID [ABC12345] |
|  |
| Payment Method | Check No. | *Job* |
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| Quantity | Item # | Description | Unit PRice | Discount | Line Total |
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| Total Discount |  |  |
|  | Subtotal |  |
|  | Sales Tax |  |
|  | Total |  |
|  |
| Logo placeholder | [Your company slogan] | Thank you for your business! |