# RECEIPT

SalesPal · salespal.online

This is a filled example. Copy the layout, or make one in seconds at salespal.online/receipt-generator

FROM (YOUR BUSINESS)

Ada Fabrics
14 Market Road, Aba, Abia State
0803 000 0000

| RECEIPT NO. | DATE | PAYMENT METHOD |
|---|---|---|
| RCP-001 | 12/11/2026 | Bank transfer |

RECEIVED FROM

Mr Bello Okonkwo
12 Ogui Road, Enugu
0806 111 2222

| Description | Qty | Unit price (₦) | Amount (₦) |
|---|---|---|---|
| Cotton fabric (6 yards) | 2 | ₦18,000.00 | ₦36,000.00 |
| Lace material | 1 | ₦22,000.00 | ₦22,000.00 |

| | |
|---|---|
| Subtotal | ₦58,000.00 |
| VAT (7.5%) | ₦4,350.00 |
| **TOTAL** | **₦62,350.00** |

PAYMENT

Paid in full by bank transfer — GTBank 0123456789
Received by: Ada

NOTES

Payment received in full. No balance outstanding.

₦ Naira amounts · VAT at 7.5% where you are required to charge it · keep a copy for your records · template by SalesPal (salespal.online)