

# DATE



**RECEIPT NO.**



|  | **BILL TO** |  |
| --- | --- | --- |
| **[ Your Hotel Name ]**  **[ Your Hotel Address ]**  **[ Your Hotel Email ]**  **[ Your Hotel Contact No.]** | [ Customer Name ]  [ Customer Address ]  [ Customer Email ]  [ Customer Country ]  [ Customer Contact No. ] |  |
|  |  |  |

| **Room number** | **Price / night** | **No. of nights** | **Additional charges** | **Room total** |
| --- | --- | --- | --- | --- |
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Notes  
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Payment by:

* Cash
* Cheque with number
* Credit card
* Others [ \_\_\_\_\_\_\_\_\_\_\_\_\_ ]

**SUBTOTAL** 0.00



**DISCOUNT** 0.00



**SUBTOTAL LESS DISCOUNT**  0.00



**TAX RATE** 0.00%



**TOTAL TAX** 0.00



 

Hotel Signature/Stamp Customer Signature