

RECEIPT

Contractor receipt template
avoinvoice.com

FROM

Your business name _____

Address _____

Phone · email _____

RECEIVED FROM

Client name _____

Client address _____

Phone · email _____

RECEIPT #	DATE PAID	FOR INVOICE #
_____	_____	_____
JOB ADDRESS	LICENSE #	PAYMENT METHOD / CHECK #
_____	_____	_____
CONTRACT DATE		

DESCRIPTION	QTY × RATE	AMOUNT
Deposit / progress payment # / final payment		
Change order # included		
Contract total		
Previously received		
Balance remaining after this payment		
Retainage held		

NOTES

Received with thanks. Payment applied to the contract referenced above; balance remaining is shown. A conditional lien waiver for this amount is provided with this receipt where required.

Amount received

Balance remaining

TOTAL PAID _____