

RECEIPT

Vacation Rental receipt template
avoinvoice.com

FROM

Your business name _____

Address _____

Phone · email _____

RECEIVED FROM

Client name _____

Client address _____

Phone · email _____

RECEIPT #	DATE PAID	FOR INVOICE #
_____	_____	_____
PROPERTY ADDRESS	CHECK-IN / CHECK-OUT	GUESTS
_____	_____	_____
PAYMENT METHOD		

DESCRIPTION	QTY × RATE	AMOUNT
Lodging: nights × nightly rate		
Cleaning fee		
Pet / extra guest / early check-in		
Lodging or occupancy tax (rate %)		
Security deposit (held / refunded)		
Platform or service fee		

NOTES

Thank you for staying with us. This receipt confirms payment for the stay shown above. Security deposit, if held, is refunded within 7 days of check-out subject to the house rules.

Amount received

Balance remaining

TOTAL PAID _____