## **Official Company Receipt**

**Company Name:** [Name of the Company]  
[Company Logo]  
**Registration No.:** [Registration Number]  
**Address:** [Company Address]  
**Contact Info:** [Phone and Email]  
**Tax Identification No.:** [TIN]

**Receipt No.:** [Unique Receipt Number]  
**Issue Date:** [Date]

### **Client Details:**

**Name:** [Client Name]  
**Company (if applicable):** [Client's Company Name]  
**Contact No.:** [Client Contact Number]  
**Address:** [Client Address]

### **Transaction Details:**

| **Product/Service** | **Qty** | **Unit Price** | **Total** |
| --- | --- | --- | --- |
| [Product/Service Description] | [Qty] | [Unit Price] | [Total] |

**Subtotal:** $[Subtotal Amount]  
**Tax Amount (if applicable):** $[Tax Amount]  
**Total Amount Paid:** **$[Total Amount]**

**Payment Method:** [Bank Transfer/Credit Card/Cash]  
**Reference ID (if any):** [Transaction Reference ID]

**Authorized Signatory:**

[Name and Designation]