

Acknowledgement Receipt of Payment

[Company/Organization Name]

[Company/Organization Address]

[City, State, Zip Code]

Date: [Insert Date]

Received from: [Name of the payer]

Amount: \$[Amount received]

Payment Method: [Cash, Check, Credit Card, etc.]

Check/Transaction Number: [If applicable]

Purpose of Payment:

- [Description of what the payment is for, e.g., invoice number, services rendered, etc.]

Received by: [Name of the person who received the payment]

Position: [Their position in the company]

Signature: _____

Date: [Insert Date]