**Printable School Fee Receipt**

**horizontal line**

**1. Header**

* **Receipt #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
* **Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**2. Institution Information**

* **Name of School: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
* **Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
* **Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**3. Student Data**

* **Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
* **Grade: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
* **ID: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**4. Detailed Fees (Please fill this table)**

| **Fee Item** | **Billing Date** | **Amount** | **Status (Paid/Unpaid)** |
| --- | --- | --- | --- |
| **Tuition** |  |  |  |
| **Transport** |  |  |  |
| **Book Fees** |  |  |  |
| **Uniform** |  |  |  |
| **Lab Fee** |  |  |  |
| **Sport Fee** |  |  |  |
| **Misc.** |  |  |  |
| **Total** |  |  |  |

**5. Payment Verification**

* **Received By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
* **Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
* **Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**