Sales Receipt

[Your Company Name]
[Your Company Slogan Here]

Date: October 25, 2020
Invoice #: [100]

Sold to: [Name]
[Company Name]
[Street Address]
[City, ST ZIP Code]
[Phone]

Payment Method	Check No.	Job

Qty	Item #	Description	Unit Price	Discount	Line Total
2			$ 5.00	$ 5.00	$ 5.00

Total Discount	$5.00
Subtotal	$5.00
Sales Tax	2%
Total	**$5.10**

Thank you for your business!

[Street Address], [City, ST ZIP Code] [Phone] [Fax] [E-mail]