

[Company Name]

[Street Address]
[City, State, Zip]

CREDIT MEMO

Bill To:

[Customer Name]
[Customer Address]
[Customer Email]

Memo Number: [CM-000]

Date: [Date]

Ref Invoice: [#000]

Reason: [Refund/Return]

Description	Qty	Unit Price	Total
[Item Description]	[0]	[0.00]	[0.00]
[Item Description]	[0]	[0.00]	[0.00]

Subtotal: \$0.00
Tax: \$0.00
Total Refund: \$0.00

Notes: Amount to be credited to original payment method or applied to future balance.

Authorized Signature: _____ Date: _____