

CREDIT NOTE

[Your Company Name]

Credit Note #: [CN-0000]

Date: [Month DD, YYYY]

Original Invoice: [INV-0000]

ISSUED BY

[Address Line 1]
[City, State, Zip]
[Contact Email]
[Tax ID/VAT]

CREDIT TO

[Client Name]
[Client Address Line 1]
[City, State, Zip]
[Tax ID/VAT]

DESCRIPTION	QTY	UNIT PRICE	AMOUNT
[Description of goods or services returned/adjusted]	[0]	[0.00]	[0.00]
[Reason for credit: e.g., Return of goods, Overcharge]	[0]	[0.00]	[0.00]

Subtotal: [0.00]

Tax ([0] %): [0.00]

Credit Total: [0.00]

NOTES

[Insert notes regarding the refund method or credit application here.]