

# CREDIT MEMO

[Company Name]

MEMO NUMBER: [0000]  
DATE: [DD/MM/YYYY]

EXPORTER / SELLER: [Name]

[Address Line 1]

[Country]

[Tax ID/VAT No]

CONSIGNEE / BUYER: [Name]

[Address Line 1]

[Country]

[Tax ID/VAT No]

ORIGINAL INVOICE REF: [Invoice #]

REASON FOR CREDIT: [Return / Damage / Price Adjustment]

Item / HS Code	Description	Qty	Unit Price	Total
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Subtotal: [Currency] 0.00

Tax/VAT: 0.00

Total Credit: [Currency] 0.00

## DECLARATION:

We hereby certify that this credit memo is true and correct and that the items described above are processed in accordance with export regulations.

AUTHORIZED SIGNATURE