

CREDIT MEMO

[Company Name]
[Street Address]
[City, State, Zip]
[Tax ID / VAT Number]

Credit Memo #: [000000]
Date: [Date]
Reference Invoice: [#000000]
Customer ID: [CID-000]

BILL TO

[Customer Name]
[Customer Address]
[City, State, Zip]
[Contact Email]

REASON FOR CREDIT

[Return of Goods / Pricing Adjustment / Discount Applied]

DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
[Item Description or Service Name]	[0]	[0.00]	[0.00]
[Item Description or Service Name]	[0]	[0.00]	[0.00]

Subtotal [0.00]
Tax ([0]%) [0.00]
Total Credit [0.00]

Notes: [Insert terms of credit application, e.g., "Credit to be applied to future invoices"]

Authorized Signature: _____ Date: _____