

CREDIT MEMO

[Company Name]
[Street Address]
[City, State, Zip]

Date: _____
Credit Memo #: _____
Original Invoice #: _____

CREDIT TO:

[Customer Name]
[Customer Address]
[City, State, Zip]
[Phone/Email]

REASON FOR CREDIT:

- ☐ Returned Merchandise
- ☐ Pricing Adjustment
- ☐ Damaged Goods
- ☐ Other: _____

Description	Quantity	Unit Price	Amount

Subtotal: \$0.00

Tax Rate: 0.00%
Total Credit: \$0.00

Notes: [Internal Reference / Special Instructions]

Authorized Signature: _____ Date: _____