

CREDIT NOTE

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

Credit Number: #000000

Date Issued: MM/DD/YYYY

Reference Invoice: #INV-000

CUSTOMER INFORMATION

[Client Name]
[Client Address]
[City, State, Zip]
[Client Email]

REASON FOR ADJUSTMENT

[Reason: Return, Overcharge, Discount, or Damaged Goods]

Description of Adjustment	Qty	Unit Price	Credit Amount
[Description of service/product credit]	0	\$0.00	\$0.00
[Description of service/product credit]	0	\$0.00	\$0.00

Subtotal: \$0.00
Tax (0%): \$0.00
Total Credit: \$0.00

Notes: Credit will be applied to your next statement or issued via original payment method as per company policy.

Thank you for your continued business.