CREDIT MEMO

[Vendor Name]
[Vendor Address]
[City, State, Zip]

MEMO #
CM-000000

DATE
MM/DD/YYYY

BILL TO:
[Customer Name]
[Customer Address]
[City, State, Zip]

REFERENCE:
Original Invoice: #[00000]
Purchase Order: #[00000]
Reason: [Return/Discount/Error]

Description	Qty	Unit Price	Amount
[Item Description or Service Name]	0	$0.00	$0.00
[Additional Details/Reasoning]			$0.00

Subtotal: $0.00
Tax: $0.00
Total Credit: $0.00

NOTES
Credit will be applied to your next statement or issued as a refund upon request.