

[Company Name]

[Address Line 1]

[City, State, Zip]

[Email/Phone]

CREDIT NOTE

NUMBER: [CN-0000]

DATE: [Date]

CREDIT TO

[Customer Name]

[Customer Address]

[Customer Email]

REFERENCE

Original Invoice: [#0000]

Reason: [Reason for Credit]

Description	Qty	Unit Price	Amount
[Description of item or service]	[0]	[0.00]	[0.00]
[Description of item or service]	[0]	[0.00]	[0.00]

Subtotal [0.00]

Tax (0%) [0.00]

Total Credit \$[0.00]

Notes: [Insert any additional notes or terms here]