

# CREDIT NOTE

**[Company Name]**

[Street Address]

[City, State, Zip]

[Email/Phone]

CREDIT NOTE # [000000]

DATE ISSUED [MM/DD/YYYY]

ORIGINAL INVOICE [#INV-000]

**CUSTOMER [Customer Name]**

[Customer Address]

[City, State, Zip]

[Customer Email]

SUBSCRIPTION DETAILS Plan: [Plan Name]

Cycle: [Monthly/Annual]

ID: [SUB-ID-000]

Description	Period	Amount
[Reason for Credit / Prorated Refund Name]	[MM/DD] - [MM/DD]	\$0.00
[Adjustment Item]	-	\$0.00
Subtotal: \$0.00		
Tax: \$0.00		
<b>Total Credit: \$0.00</b>		

Notes: [e.g., Credit applied to future subscription balance / Refund processed to original payment method]

Thank you for your continued business.