

CREDIT MEMO

Ref No: _____

Date: _____

Original Invoice #: _____

Original Export Date: _____

Currency: _____

EXPORTER / SELLER

[Company Name]

[Street Address]

[City, Country, Zip]

[Tax ID / VAT Number]

BILL TO / CONSIGNEE

[Customer Name]

[Street Address]

[City, Country, Zip]

[Customer Tax ID]

| Description of Goods / Reason for Credit | HS Code | Qty | Unit Price | Total Credit |
|--|---------|-----|------------|--------------|
|--|---------|-----|------------|--------------|

Subtotal: 0.00

Freight/Insurance Adjustment: 0.00

TOTAL CREDIT: 0.00

TERMS & NOTES

Reason for credit: [Returns / Damage / Price Adjustment / Shortage]

Incoterms: [Original Terms]

Credit to be applied to: [Account Balance / Next Shipment / Refund]

Authorized Signature: _____

Country of Origin: [Country Name]