

CREDIT MEMO

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

Memo #: [000000]
Date: [YYYY-MM-DD]
Original Invoice #: [000000]
Currency: [USD/EUR/GBP]

BILL TO

[Customer Name]
[Customer Address]
[City, Country]
[Customer VAT/Tax ID]

REASON FOR CREDIT

[Return of Goods / Pricing Adjustment / Discount / Other]

Description	Qty	Unit Price	Amount
[Product/Service Description]	[0]	[0.00]	[0.00]
[Product/Service Description]	[0]	[0.00]	[0.00]

Subtotal: [0.00]
Tax/VAT ([0] %): [0.00]
Total Credit: [0.00]

Notes: [Credit will be applied to your next statement / Refund will be processed via original payment method]

Authorized Signature: _____ Date: _____