CREDIT NOTE

[Company Name]
[Street Address]
[City, State, Zip]

Credit Memo #: ___________
Date: ___________
Original Invoice #: ___________

Bill To:

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

Reason for Adjustment:

[ ] Overcharge
[ ] Returned Goods
[ ] Discount Applied
[ ] Other: ________________

Description of Adjustment	Quantity	Unit Price	Total Credit

Subtotal: $0.00
Tax: $0.00

Total Credit: $0.00

Notes: This credit will be applied to your outstanding balance or future invoices.

Authorized Signature: ___________________________ Date: ___________