

CREDIT MEMO

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

Memo #: [00000]
Date: [MM/DD/YYYY]
Reference Invoice: [#000]

Credit To:

[Customer Name]
[Customer Address]
[Customer Email/Phone]

Reason for Credit:

[Return, Pricing Error, Damaged Goods, etc.]

Description	Qty	Unit Price	Total
[Item Description]	[0]	\$0.00	\$0.00
[Item Description]	[0]	\$0.00	\$0.00

Subtotal: \$0.00
Tax: \$0.00
Credit Amount: \$0.00

Notes: [Additional information or terms regarding the credit.]

Authorized Signature: _____