

CREDIT MEMO

[Company Name]

[Street Address]

[City, State, Zip]

Date: _____

Credit Memo #: _____

Original Invoice #: _____

BILL TO

[Customer Name]

[Customer Address]

[City, State, Zip]

RETURN REASON

☐ Damaged Item

☐ Wrong Product

☐ Dissatisfied

☐ Other: _____

Item SKU	Description	Qty Returned	Unit Price	Total Credit

Subtotal: \$0.00

Tax: \$0.00

Restocking Fee: (\$0.00)

Total Credit: \$0.00

Notes: Credits will be applied to your next statement or refunded via original payment method.

Authorized Signature: _____