CREDIT MEMO

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

BILL TO
[Customer Name]
[Customer Address]
[City, State, Zip]

MEMO # : [000000]
DATE : [MM/DD/YYYY]
REF INVOICE : [#0000]

Description	Qty	Unit Price	Total
[Item or Service Description]	[0]	$0.00	$0.00
[Item or Service Description]	[0]	$0.00	$0.00

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

REASON FOR CREDIT
[e.g. Returned Goods, Pricing Error, Damaged Item]

Authorized Signature: ___________________________