CREDIT ADJUSTMENT NOTE
[Company Name]
[Street Address]
[City, State, Zip]

Adjustment #: [000000]
Date: [MM/DD/YYYY]
Original Invoice #: [000000]

BILL TO

[Customer Name]
[Customer Address]
[Customer City, State, Zip]
[Tax ID / VAT Number]

ADJUSTMENT DETAILS

Reason Code: [Reason]
Sales Rep: [Name]
Currency: [USD]

Item / SKU	Description of Adjustment	Qty	Unit Price	Credit Amount

Subtotal: $0.00
Tax Adjustment: $0.00
Total Credit: $0.00

Notes:

[Internal comments or specific terms regarding the credit applied to account balance.]

Authorized Signature: ____________________________
Date: ________________