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| --- | --- |
| Company Name COMPANY SLOGAN  Street Address  City, ST ZIP Code  Phone: Phone Fax: Fax | CREDIT NOTE CREDIT NOTE NUMBER: CRDate: Date |
| To: Recipient Name  Company Name  Street Address  City, ST ZIP Code  Phone: Phone | Ship To: Recipient Name  Company Name  Street Address  City, ST ZIP Code  Phone: Phone |

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| --- |
| REASON You can add here a reason why a credit note has been issued like- due to damaged goods. |

COMPANY LOGO HERE

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| --- | --- | --- | --- |
| QUANTITY | DESCRIPTION | UNIT PRICE | TOTAL |
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|  | SUBTOTAL |  |
|  | VAT |  |
|  | TOTAL DUE |  |

SIGN HERE

THANK YOU!

Payment due within 15 days

Bank of England

Sort code:

Account Number:

TERMS AND CONDITIONS