PHOTOGRAPHY RECEIPT

Confirms a payment already received. It is not an invoice.

RECEIPT NUMBER

PAYMENT DATE

PAYMENT METHOD

SHOOT DATE AND PACKAGE

PACKAGE TOTAL

BALANCE REMAINING

BALANCE DUE DATE

PHOTOGRAPHER / STUDIO (RECEIVED BY)

CLIENT (PAID BY)

DESCRIPTION	QTY	UNIT PRICE	AMOUNT

NOTES

Subtotal

Tax

AMOUNT RECEIVED

A receipt confirms money already received. For a retainer, write the package total and the balance still to pay; when the balance arrives, issue a new receipt.

Free template from makeinvoicepdf.com. Fill it in online and download a PDF at makeinvoicepdf.com/receipt-generator/