[A green sign with white text

Description automatically generated with medium confidence](https://www.smartsheet.com/try-it?trp=11304&utm_source=integrated+content&utm_campaign=/content/receipt-templates-microsoft-word&utm_medium=Cash+Receipt+doc+11304&lpa=Cash+Receipt+doc+11304&lx=PFpZZjisDNTS-Ddigi3MyABAgeTPLDIL8TQRu558b7w)**CASH RECEIPT TEMPLATE**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **CASH RECEIPT** | | | | | |
| **PAYMENT TO** |  | | **PAYMENT DATE** |  | |
| **RECEIPT NUMBER** |  | | **AMOUNT PAID** |  | |
| **PAYMENT METHOD** | CASH | MONEY ORD | CHECK | CHECK NUMBER: |  |
| **RECEIVED FROM** |  |  | **RECEIVED BY** |  |  |
| **ACCOUNT INFO** | | | **PAYMENT PERIOD** | | |
| **ACCT BALANCE** | **THIS PAYMENT** | **BALANCE DUE** | **FROM** |  | |
|  |  |  | **THROUGH** |  | |
| **PAYMENT FOR** | | | **ADDITIONAL INFO** |  | |
|  | | | **THANK YOU** | | |
|  |  |  |  |  |  |
| **CASH RECEIPT** | | | | | |
| **PAYMENT TO** |  | | **PAYMENT DATE** |  | |
| **RECEIPT NUMBER** |  | | **AMOUNT PAID** |  | |
| **PAYMENT METHOD** | CASH | MONEY ORD | CHECK | CHECK NUMBER: |  |
| **RECEIVED FROM** |  |  | **RECEIVED BY** |  |  |
| **ACCOUNT INFO** | | | **PAYMENT PERIOD** | | |
| **ACCT BALANCE** | **THIS PAYMENT** | **BALANCE DUE** | **FROM** |  | |
|  |  |  | **THROUGH** |  | |
| **PAYMENT FOR** | | | **ADDITIONAL INFO** |  | |
|  | | | **THANK YOU** | | |
|  |  |  |  |  |  |
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| **RECEIVED FROM** |  |  | **RECEIVED BY** |  |  |
| **ACCOUNT INFO** | | | **PAYMENT PERIOD** | | |
| **ACCT BALANCE** | **THIS PAYMENT** | **BALANCE DUE** | **FROM** |  | |
|  |  |  | **THROUGH** |  | |
| **PAYMENT FOR** | | | **ADDITIONAL INFO** |  | |
|  | | | **THANK YOU** | | |

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| --- |
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