YOUR LOGO
HERE

*[Your company slogan]*

# Credit Memo

Date:

Credit # [100]

**Job** [Job Description]

**To**

[Name]
[Company Name]
[Street Address]
[City, ST  ZIP Code]
[Phone]
Customer ID [ABC123]

| Quantity | Item # | Description | Unit Price | Line Total |
|----------|--------|-------------|------------|------------|
|          |        |             |            |            |

| | |
|---|---|
| **Subtotal** | |
| **Sales Tax** | |
| **Total** | |

[Your Company Name]  [Street Address],[City, ST  ZIP Code]  Phone [000-000-0000]  Fax [000-000-0000]  [e-mail]