**CREDIT NOTE**

**YOUR BUSINESS NAME**

Your Address, City, Province, Postal Code

Phone: +27 XX XXX XXXX | Email: your@email.com

VAT No: 4XXXXXXXXX

|  |  |
| --- | --- |
| Credit Note #: | CN-001 |
| Date: | 2024/10/18 |
| Original Invoice #: | INV-001 |
| Customer: | Customer Name |

**REASON FOR CREDIT:**

Returned goods / Overcharge / Discount / Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |
| --- | --- | --- | --- |
| **DESCRIPTION** | **QTY** | **UNIT PRICE** | **AMOUNT** |
| Item description | 1 | R 1,000.00 | R 1,000.00 |

|  |  |
| --- | --- |
| SUBTOTAL: | R 1,000.00 |
| VAT (15%): | R 150.00 |
| **TOTAL CREDIT:** | **R 1,150.00** |

*This credit note will be applied to your account. No refund will be issued unless specifically requested.*