Sprandel Inc.

WRITE-OFF MEMO

Date: 9/12/20X3 CREDIT NO. 2178

Jay & Jack's Auto Oil 4321 Gas Alley

Quantity	Description	Unit Price	Line Total
15,550	I qt Oil Fancy Black	0.5785	8,995.68
Subtotal		8995.68	
		Sales Tax	629.70
Account Manager Signature Kate Burke		Total	9,625.37
AR Supervisor Sign	nature	iotai	7,020.07