

Cash Memo

ILLUSTRATIVE EXAMPLE - fictional details | Currency: INR

Shop	Example Stationery Counter
Memo / date	CM-EX-025 / 12 September 2026
Customer	Optional customer reference
Payment method	Cash
Payment status	Received in full in this fictional example
Received by	Authorized name / signature: _____

Description	Quantity	Rate (INR)	Amount (INR)
Notebook	3	60.00	180.00
Pen set	1	90.00	90.00
Subtotal			INR 270.00
Amount received			INR 270.00

Paid-sale example. Verify the actual goods and payment before acknowledging receipt.
This file does not determine the required tax document.