

Hotel bill

BLANK TEMPLATE | Currency: INR

Property	_____
Guest	_____
Invoice / date	_____
Room	_____
Check-in	_____
Check-out	_____
Payment reference	_____
Billing basis	_____

Room / service	Quantity	Rate (INR)	Amount (INR)

Subtotal	INR _____
Advance received (deduct)	INR _____
Balance due	INR _____

Nights are entered manually from the agreed stay. The example does not calculate tax.
Confirm actual charges and payments before issuing a bill.