

RECEIPT LETTER

Receipt No.: _____ Payment Method: _____

Received From:

Full Name / Company: _____

Address: _____

Phone / Email: _____

Received By:

Full Name / Company: _____

Address: _____

Phone / Email: _____

Payment Details:

Amount Received: _____ USD

Purpose of Payment: _____

Reference / Invoice No.: _____

Terms and Conditions:

1. This Receipt Letter acknowledges the receipt of the above stated amount by the Recipient from the Payer. 2. The payment is made in full or partial settlement of the indicated purpose and reference, without prejudice to any other rights or obligations related thereto. 3. The Recipient warrants that this receipt is issued in accordance with United States law and is legally binding upon the Recipient. 4. Acceptance of this payment does not waive any claim, right or remedy the Recipient may have, unless expressly stated in writing. 5. Any disputes arising from or relating to this Receipt Letter shall be governed by the laws of the United States and the applicable state laws. 6. The Payer and Recipient agree to keep all information related to this transaction confidential, except as required by law or as agreed in writing. 7. This Receipt Letter may be executed in counterparts and electronically, each of which shall be deemed an original. 8. Neither party shall be liable for delays or failure to perform obligations caused by circumstances beyond their reasonable control. 9. The invalidity or unenforceability of any provision of this Receipt Letter shall not affect the validity or enforceability of the remaining provisions. 10. This Receipt Letter constitutes the entire understanding between the parties with respect to the payment referenced herein, superseding all prior agreements.

Signatures:

PAYER'S SIGNATURE

RECIPIENT'S SIGNATURE

Signature: _____

Signature: _____

Original source of this document:

<https://letterdocs-us.com/receipt-letter/>

Did you find this template helpful?

Find more updated templates at:

<https://letterdocs-us.com/>

[View more templates](#)

This template is intended exclusively for personal, non-commercial use.
If distributed or published, the source must be mentioned.

This template is provided for guidance only and does not constitute legal advice.
It is recommended to consult a legal professional for each specific case.