

RENT RECEIPT

LANDLORD COPY

Receipt no. **RR-0001**

Date: **[DD/MM/YYYY]**

Received with thanks from [Tenant Full Name] the sum of [currency and amount] ([amount in words]) as rent for the property at [Property address, City] for the period [1 Month YYYY] to [30 Month YYYY].

Description	Amount
Rent for the period	[amount]
Maintenance / service charges	[amount]
Utilities, if included	[amount]
Total received	[amount]

Payment method: [Cash / Bank transfer / Cheque no. 000000] Balance due: [amount, or Nil]

LANDLORD

Signature: _____

Name: [Landlord Full Name] • [Phone]

[Revenue stamp, if required]

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RENT RECEIPT

TENANT COPY

Receipt no. **RR-0001**

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Received with thanks from [Tenant Full Name] the sum of [currency and amount] ([amount in words]) as rent for the property at [Property address, City] for the period [1 Month YYYY] to [30 Month YYYY].

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LANDLORD

Signature: _____

Name: [Landlord Full Name] • [Phone]

[Revenue stamp, if required]