|  |  |  |  |
| --- | --- | --- | --- |
| **Credit Note** | **Credit Note Date**  [CreditNoteDate]  **Credit Note Number**  [CreditNoteNumber] |  | |
| **[ClientName]**  [ClientAddress1]  [ClientAddress2]  [ClientCity] [ClientState] [ClientPostcode]  [ClientABN] |  | **[BusinessLegalName]**  [BusinessAddress]  [BusinessTaxNumber] |

[CreditNoteDescription]

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Task** | | **Quantity** | **Rate** | **Tax** | **Amount** |
| [TaskName] | [TaskDescription] | [TaskQuantity] | [TaskRate] | [TaskTaxAmount] | [TaskAmount] |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Product** | | | **Quantity** | **Rate** | **Tax** | **Amount** |
| [ProductSKU] | [ProductName] | [ProductDescription] | [ProductQuantity] | [ProductRate] | [ProductTaxAmount] | [ProductAmount] |

|  |  |  |
| --- | --- | --- |
|  | Subtotal | [CreditNoteSubTotal] |
| GST | [CreditNoteTaxTotal] |
| **Total** | **[CreditNoteTotal]** |

|  |  |  |
| --- | --- | --- |
|  | **Payment Type** | **Amount Paid** |
| [PaymentType] | [PaymentAmount] |

|  |  |  |
| --- | --- | --- |
|  | **Amount Due** | **[AmountOutstanding]** |