

Date \_\_\_\_\_

## Purchase Receipt / Tax Invoice

### Part A: SELLER DETAILS

Name(s) \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ State \_\_\_\_\_ Postcode \_\_\_\_\_

Phone(s) \_\_\_\_\_

Email \_\_\_\_\_

### Part B: BUYER DETAILS

Name(s) \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ State \_\_\_\_\_ Postcode \_\_\_\_\_

Phone(s) \_\_\_\_\_

Email \_\_\_\_\_

### Part C: DETAILS OF GOODS BEING SOLD / SUPPLIED TO THE BUYER, FROM THE SELLER.

I / We the Seller (as detailed above in Part A) have sold / supplied to the Buyer (as detailed above in Part B) the following goods:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Total price (including GST, if applicable) \$ \_\_\_\_\_

### Part D: PAYMENT RECEIPT

I / We the Seller have received the sum of \$ \_\_\_\_\_ from the Buyer as deposit / full payment for the goods, as detailed above in Part C.

Balance due \$ \_\_\_\_\_ Comment \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

### Part E: SIGNATURE(S) OF SELLER

\_\_\_\_\_  
Seller 1

\_\_\_\_\_  
Seller 2

### Part F: CONDITIONS BY BUYER / SELLER (IF ANY)

Conditions of sale / purchase if applicable should be hand written or typed on reverse of this receipt or on a separate paper and signed by the Seller and the Buyer. The Seller's signature(s) in the conditions section should match their signature(s) in Part E. This form is the copyright of Diamonds Directory and cannot be reproduced for uses other than transactions between buyers and sellers in the Diamonds Directory classifieds. © Copyright 2008 – Diamonds Directory.

