**[Company name]**

How to use this document: delete this paragraph before saving, sharing, or circulating it. Every part shown in blue is yours to replace: type your own details over each blue [field] until no blue remains. Then select all (Ctrl+A) and set the font colour to the same dark colour throughout. What is left is your finished document.

# HVAC technician payment receipt

Proof of payment for hvac technician work - professional, complete, and easy to file.

**Receipt number:** _____

**Date:** _____

**Received from:** _____

**Amount received:** _____

**Payment method:** _____

**For invoice / job:** _____

**Balance remaining:** _____

Received with thanks.

## Sign-off

**Received by:** _____ **Signature:** _____ **Date:** _____