



Install **Invoice Manager**
from **Microsoft Store**

to generate PDF invoice



Date Picker

adds a calendar
to date cells



Fomula Manager

Find, update, analyze, import and export
Excel formulas and defined names

Password Remover

for Excel 

Hotel Receipt Format with Blue Gradient Design

BoostExcel.com

Template#: c7027

Title: Hotel Receipt Format with Blue Gradient Design

Category: [Receipt](#)

Download this template in Excel format: [Click here](#)

Scroll down to find the PDF invoice on the next page.



Flowchart is easy now

Your Hotel Name

RECEIPT



Hotel Street address
Motel City, Prov.
Motel Country, Postcode
Motel Phone Number Fax Number
Motel Toll Free
Phone Number, Web Address, etc.

DATE:
RECEIPT #:

BILL TO

Name
Address
City, Prov
Postcode
Country

OTHER INFORMATION

Phone Number
Toll Free Number
Fax Number
E-Mail Address

Sales Rep. Name	Date	COD	Due Date

Room #	Name	Check in	Check out	# of Nites	Price / nite	Line Total

SUBTOTAL	-
TAX 5.00%	-
TOTAL	-
PAID	-
TOTAL DUE	-

THANK YOU FOR YOUR BUSINESS!