

Cash Payment Receipt

A receipt built for banknotes: signed at the moment cash changes hands, because with cash there is no bank record and the paper is the only proof.

SAMPLE · finsafe.space

1. Payer and receiver

Names both people, with ID numbers for larger amounts, tying the handover to identifiable persons.

2. Cash amount

States the sum in figures and words, confirmed by counting the notes together before signing.

3. Date, time, and place

Anchors the handover to a moment — details that matter precisely because no bank record exists to supply them.

4. Purpose

Records what the cash settles: the item bought, the debt reduced, the rent month covered.

5. Balance

States what remains owed after this payment, or that the matter is fully settled.

6. Acknowledgment and signature

The receiver confirms the cash was counted and received in full, and signs at handover.

7. Witness

Optional line for a third person present at the counting, useful for large amounts between strangers.

Signatures — A

Signatures — B

Witness signature

Date: _____

Date: _____

Date: _____

PREVIEW