

Payment Voucher

Voucher No.: _____

Date: _____

Vendor Name: _____

Vendor Code: _____

Invoice No.: _____

Invoice Date: _____

Payment Method: _____

Cheque/Ref No.: _____

Payment Details

Description	Amount
Total	

Amount in Words:

Remarks:

Prepared By _____

Checked By _____

Approved By _____

Received By _____