

# Reservation Receipt

Bed & Breakfast Guest Confirmation

Receipt No.:

Date Issued:

Guest Name:

Contact Number:

Email Address:

Check-in Date:

Check-out Date:

Number of Guests:

Room Type:

Description	Nights/Qty	Unit Price	Amount

Subtotal:

Taxes/Fees:

Total Amount:

Paid Amount:

Balance Due:

Payment Method:

Special Requests:

Guest Signature

Authorized By

