Sprandel Inc.

WRITE-OFF MEMO

Date: 5/16/20X3
CREDIT NO. 2139

Sunset Soap
9012 Garden Blvd

Quantity		Description	Unit Price	Line Total
10,750		8 oz Basic	0.3554	3,820.55
7,550		8 oz Fancy	0.3995	3,016.23
15,600		8 oz Pump	0.2552	3,981.12

Subtotal	10,817.90
Sales Tax	757.25
Total	11,575.15

Account Manager Signature *Kate Burke*

AR Supervisor Signature Meg Black