Sprandel Inc.

WRITE-OFF MEMO

Date: 6/30/20X3
CREDIT NO. 2149

Sunset Soap
9012 Garden Blvd

Quantity		Description	Unit Price	Line Total
13,775		8 oz Basic	0.3554	4,895.64

Subtotal	4,895.64
Sales Tax	342.69
Total	5,238.33

Account Manager Signature *Kate Burke*

AR Supervisor Signature Meg Black