Sprandel Inc.

WRITE-OFF MEMO

Date: 7/3/20X3
CREDIT NO. 2155

Sunset Soap
9012 Garden Blvd

Quantity		Description	Unit Price	Line Total
1,050		8 oz Pump	0.2552	267.96

Subtotal	267.96
Sales Tax	18.76
Total	286.72

Account Manager Signature Kate Burke

AR Supervisor Signature Meg Black