Sample — placeholder details

Landlord name

Flat 302, Sunrise Apartments, Pune 411038
PAN: ABCDE1234F

RENT RECEIPT

RECEIVED FROM (TENANT)

Tenant name
Same address as above

Receipt no. R-10
Date 01-11-2026
Period October 2026
Paid by Bank transfer

#	ITEM	QTY	RATE	AMOUNT
1	House rent for October 2026	1 Month	18,000.00	18,000.00

Received the above amount as rent for the residential premises at the address above.

Sub-total	18,000.00
Total	**₹18,000.00**

Signature of landlord

Free template from Zap Invoice. Fill it online: zapinvoice.in/formats/rent-receipt-format

Blank format — print and fill in

YOUR BUSINESS NAME, ADDRESS, GSTIN

RENT RECEIPT

RECEIVED FROM (TENANT)

Receipt no. _____
Date _____
Period _____
Paid by _____

#	ITEM	QTY	RATE	AMOUNT
1				
2				
3				
4				
5				
6				
7				
8				

NOTES / TERMS

Taxable value

Total

Signature