horizontal line

**Payment Receipt for Employee**

**Date:** [Date of Payment]

**Received From:** [Employer Name]  
**Company Address:** [Company Address]

**Employee Name:** [Employee's Name]  
**Employee ID:** [Employee's ID]  
**Department:** [Department]

**Payment Method:** [Cash/Check/Direct Deposit]  
**Check/Transaction No.:** [If applicable]

**Amount Received:** $[Amount]

**For:** [Description of Payment Purpose] (e.g., Travel Reimbursement, Year-end Bonus)

**Authorized By:** [Name of Authorizing Personnel]  
**Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_