

# QUOTE

Fixed-price quote

Quote no. \_\_\_\_\_

Date \_\_\_\_\_

Valid until \_\_\_\_\_

## FROM

Business name

Address

Phone / email

PROJECT / JOB REFERENCE

PROPOSED START DATE

## QUOTE FOR

Client name

Address

Contact / email

SITE ADDRESS

ESTIMATED DURATION

| DESCRIPTION | QTY | RATE | AMOUNT |
|-------------|-----|------|--------|
|             |     |      |        |
|             |     |      |        |
|             |     |      |        |
|             |     |      |        |
|             |     |      |        |
|             |     |      |        |
|             |     |      |        |
|             |     |      |        |
|             |     |      |        |
|             |     |      |        |

Subtotal \_\_\_\_\_

Tax (enter amount) \_\_\_\_\_

**Quoted total** \_\_\_\_\_

WHAT THIS QUOTE EXCLUDES

VALID UNTIL

Accepting this quote confirms the scope above. Work outside it is quoted separately.

Accepted by (signature)

Date