[Your company name]
[Street address] · [City, State ZIP]
[Phone] · [Email] · [Website]
License # [License #]

Quote

Quote # _____
Date _____
Valid until _____

QUOTE FOR

Customer _____ Phone _____
Job address _____
Email _____ Job # _____
The job _____

QUOTED WORK

#	DESCRIPTION	QTY	UNIT	UNIT PRICE	AMOUNT
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

INCLUDED AND NOT INCLUDED

What the price covers (materials, haul-away, cleanup, permits) and anything the customer could assume is included but isn't

_____
_____
_____

Subtotal	$
Tax rate	%
Tax	$
Quote total	**$**
Deposit due when accepted	$

OPTIONAL ADD-ONS (ONLY IF THE CUSTOMER INITIALS)

ADD-ON	PRICE	INITIALS

Earliest start _____
Time on site _____

Payment terms _____

ACCEPTANCE

This quote is a fixed price for the work listed above and is good until the date shown. Work that isn't listed isn't included. Any change is priced in writing before the work starts. Signing below accepts this quote and any add-ons initialed above.

Customer signature _____ Date _____ Contractor signature _____ Date _____

Printed name _____ Printed name _____