

QUOTE

Your business name

Phone

Email

Address

VAT no. (if registered)

QUOTE

Quote no.

Date

Valid until

Start date

CLIENT

Name

Job address

THE JOB

What the job is

Description	Qty	Unit price	Price

Subtotal

VAT

Total

TERMS

Deposit

Payment due

Rate for extra work

Not included

ACCEPTED BY THE CLIENT

I accept this quote. Any extra work will be priced and agreed in writing before it starts.

Name

Signature

Date