YOUR LOGO

BUSINESS NAME
Your Company Name

ESTIMATE

BUSINESS ADDRESS

ESTIMATE #

CURRENCY
USD

PHONE NUMBER

EMAIL ADDRESS

WEBSITE

LICENSE #

PREPARED BY

ISSUE DATE

VALID UNTIL

CUSTOMER NAME

CUSTOMER PHONE AND EMAIL

PROJECT ADDRESS

PROJECT TITLE

PROJECT SUMMARY

Category / area	Description	Qty	Unit	Rate	Amount
Preconstruction	Site visit, measurements, planning, and coordination				
Demolition	Selective demolition and legal disposal				
Materials	Specified materials and delivery				
Labor	Installation labor for the stated scope				
Equipment	Equipment, access, and site protection				
Subcontractors	Licensed subcontractor work				
Permits	Permit and inspection allowance				
Allowance	Customer selection allowance				
Other	Additional scope				
Closeout	Cleanup, punch list, and handoff				

Subtotal

Tax

Estimated total

Deposit due

NOTES, EXCLUSIONS, SCHEDULE, PAYMENT TERMS, AND WARRANTY

Confirm scope boundaries, allowances, exclusions, schedule, payment terms, warranty, and written change-order requirements.

CUSTOMER SIGNATURE

DATE

CONTRACTOR REPRESENTATIVE

CUSTOMER PRINTED NAME

DATE