

Creative Studio

123 Design Lane

City, Country

+1 234 567 890

QUOTATION

Quotation No.

#QTP-2024-001

Date

2024-06-25

To

Client Name

Client Company

client@email.com

Description	Qty	Unit Price	Amount
Logo Design	1	\$300.00	\$300.00
Brand Guidelines	1	\$200.00	\$200.00
Business Card Design	2	\$75.00	\$150.00

Subtotal

\$650.00

Tax (10%)

\$65.00

Total

\$715.00

Notes: The above quotation is valid for 30 days. Payment terms: 50% upfront, balance upon completion.

Turnaround time: 10 business days.

Thank you for your business!