

Freelance Services Quote

Freelancer

[Your Name]
[Your Address]
[City, Postal Code]
[Email]
[Phone]

Client

[Client Name]
[Client Company]
[Client Address]
[City, Postal Code]
[Email]

Quote Details

Quote #: [#####]
Date: [YYYY-MM-DD]
Valid Until: [YYYY-MM-DD]

Service Description

| Service | Details | Qty / Hrs | Rate | Amount |
|-------------|--------------------------------|-----------|-------------------|---------------------|
| [Service 1] | [Service description] | [X] | [Currency] [Rate] | [Currency] [Amount] |
| [Service 2] | [Service description] | [X] | [Currency] [Rate] | [Currency] [Amount] |
| [Service 3] | [Optional service description] | [X] | [Currency] [Rate] | [Currency] [Amount] |

Subtotal [Currency] [Subtotal]

Tax ([%] Rate) [Currency] [Tax]

Total **[Currency] [Total]**

Notes

- Estimated delivery: [xx] business days from project start date.
- Payment terms: [e.g., 50% upfront, 50% upon completion].
- This quote is valid until [expiry date], after which prices may be subject to change.