

Quotation

Quote No.: _____
Date: __/__/____
Valid Until: __/__/____

From:

Company Name
Address Line 1
Address Line 2
Phone: _____
Email: _____

To:

Client Name
Company (if applicable)
Address Line 1
Address Line 2
Phone: _____
Email: _____

PRODUCT/SERVICE	DESCRIPTION	QTY	UNIT PRICE	TOTAL
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Subtotal _____
Tax (%) _____
Discount _____
Grand Total _____

Terms & Conditions

Authorized Signature