

[Your Company Name]  
[Address Line 1]  
[Address Line 2]  
[Phone] | [Email]  
Sales Quote Proposal

Quote #: \_\_\_\_\_  
Date: \_\_/\_\_/\_\_\_\_

Customer Information

Client Name: \_\_\_\_\_  
Company: \_\_\_\_\_  
Address: \_\_\_\_\_  
Email: \_\_\_\_\_  
Phone: \_\_\_\_\_

Quote Details

Description	Quantity	Unit Price	Total
[Item 1 Description]	____	____	____
[Item 2 Description]	____	____	____
[Item 3 Description]	____	____	____

Subtotal \_\_\_\_\_  
Tax (%) \_\_\_\_\_  
Total \_\_\_\_\_

Terms & Conditions

[Insert terms, payment conditions, validity period, etc.]

Authorized Signature

\_\_\_\_\_  
Name: \_\_\_\_\_  
Date: \_\_/\_\_/\_\_\_\_

Client Approval

\_\_\_\_\_  
Name: \_\_\_\_\_  
Date: \_\_/\_\_/\_\_\_\_