

Hourly Rate Service Quotation

| | | |
|--|--|--|
| Freelancer Details Name: _____ Email: _____ Phone: _____ Address: _____ | Client Details Name: _____ Company: _____ Email: _____ Address: _____ | Quotation Info Quotation No.: _____ Date: _____ Valid Until: _____ |
|--|--|--|

Service Details

| Service Description | Hourly Rate | Estimated Hours | Total |
|---------------------|-------------|-----------------|-------|
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |

| | |
|------------------------|-------|
| Subtotal | _____ |
| Taxes (if applicable) | _____ |
| Total Quotation | _____ |

Terms & Conditions

- Payment terms: _____
- Work commence date: _____
- Quotation valid for: _____
- Additional notes: _____

Freelancer Signature

Client Signature