

YOUR BUSINESS DETAILS

Business name		Phone	
Address		Email	
City / Postcode		Website	

CUSTOMER DETAILS

Customer name		Phone	
Address		Email	
City / Postcode		Quote date	
Quote reference		Valid until	

JOB DESCRIPTION

Property / site address	
Scope of work	

QUOTE BREAKDOWN

Labour / Materials	Qty	Unit	Unit Price	Total

Subtotal (ex. tax)	£0.00
VAT (20%)	£0.00

Deposit

£0.00

TOTAL DUE

£0.00

PAYMENT & TERMS

Payment method

Bank / sort code or
account

Deposit required

Balance due on

Terms and conditions:

ACCEPTANCE

By signing below, the customer agrees to the scope of work and payment terms above.

Customer signature

Date