

# Job Estimate

Approximate cost for proposed work — not a fixed price

Company: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_\_  
Address: \_\_\_\_\_ Ref: \_\_\_\_\_

## Your Business

Business name: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Qualifications / accreditations:  
\_\_\_\_\_

## Customer & Job

Customer name: \_\_\_\_\_ Site address: \_\_\_\_\_ Estimate reference: \_\_\_\_\_

Estimate date: \_\_\_\_\_ Valid until: \_\_\_\_\_

### Important Notice

This is an ESTIMATE, not a fixed-price quote. The final cost may be higher or lower once work begins and the full scope is known.

### Work Description

Work to be carried out (based on initial assessment):

### Estimated Cost Range

Element	Low (£)	High (£)
Labour		
Materials		
Other		
Estimated total range		

### Assumptions

- Installations / work area are accessible
- No asbestos present
- No hidden defects requiring extra work
- Existing services are sound
- Other: \_\_\_\_\_

# Factors That Could Change the Price

## Exclusions

- Decoration
- Building work
- Waste removal
- Specialist testing
- Other: \_\_\_\_\_

## Next Steps

A full survey is recommended: & Yes & No  
This estimate will be converted to a firm quote once scope is confirmed.

Prepared by: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_\_

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