

Job Quote

Fixed-price quotation for proposed work

Company: _____

Date: ____/____/____

Address: _____

Ref: _____

Your Business

Business name:

Address:

Phone:

Email:

Qualifications / scheme membership:

Customer & Job

Customer name:

Site address:

Quote reference:

Quote date:

Valid until:

Scope of Work

Work to be carried out:

Pricing Breakdown

Description	Labour (£)	Materials (£)	Total (£)

Quote Totals

Subtotal (£):

VAT (£):

Fixed total price (£):

Timeline & Payment Schedule

Estimated start date:

Estimated completion:

Deposit (£):

Staged payment (£):

Final balance (£):

Exclusions & Assumptions

- Making good / decoration not included
- Waste removal not included
- Quote assumes clear access to work area
- Quote assumes no asbestos present
- Other: _____

Warranty & Terms

Workmanship guarantee: _____ Cancellation policy: _____

Customer acceptance signature: _____ Date: ____/____/____
