

PREPARED FOR

CUSTOMER FIRST & LAST NAME

CUSTOMER ADDRESS (STREET, CITY, STATE, ZIPCODE, COUNTRY)

DATE (MONTH / DAY / YEAR)

PREPARED BY

TECHNICIAN FIRST & LAST NAME

TECHNICIAN PHONE NUMBER

TECHNICIAN EMAIL ADDRESS



COVER LETTER

Dear



ABOUT THE COMPANY

PLACE COMPANY PHOTO OR LOGO

OUR TEAM



PROPOSAL

PROPOSAL SUBMITTED TO	CUSTOMER NUMBER	DATE	JOB NAME
ADDRESS			JOB LOCATION
CONTACT PHONE NUMBER	OTHER PHONE NUMBER	EMAIL ADDRESS	

PROPOSED WORK ORDER			
ITEM NAME	ITEM DESCRIPTION		ITEM PRICE

ESTIMATE SUMMARY

PLEASE REVIEW & SIGN BELOW

APPROX. START DATE:

APPROX. COMPLETION DATE:

CONTRACT PRICE	CUSTOMER SIGNATURE	DATE
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PROPOSAL

PROPOSED WORK ORDER CONTINUED

ITEM NAME	ITEM DESCRIPTION	ITEM PRICE

PLEASE REVIEW & SIGN BELOW

APPROX. START DATE:

APPROX. COMPLETION DATE:

CONTRACT PRICE

CUSTOMER SIGNATURE

DATE