**Q U O T A T I O N**

Template

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Date: |  | Quotation: |  | Valid For: |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **From** | |  | **To** | |
| Name: |  |  | Name: |  |
| Phone: |  |  | Phone: |  |
| Email: |  |  | Email: |  |
| Address: |  |  | Address: |  |

**A blue sign with yellow letters

Description automatically generated**

|  |
| --- |
| Alex Holder |
| **Authorized Signature** |

**Thank you for your business.**

**TERMS & CONDITION**

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| --- | --- | --- | --- | --- |
| **SL.** | **SERVICE DETAILS** | **HOURS** | **RATE** | **TOTAL** |
|  |  |  |  |  |
| 1 | Write here | 01 | $ | $ |
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|  |  |  |  |  |
|  |  |  |  |  |
| **Payment Details:** | | | **Sub Total** | **$** |
| **Account Name / Number:** | | | **Tax** | **$** |
| **Bank Details:** | | | **Total Amount Due** | **$** |