

SAMPLE

Sample document for member education. Complete all blanks and have the final document reviewed before use.

Project Estimate & Proposal

PREPARED BY

Company:

Address:

Phone: Email: License No.:

PREPARED FOR

Client:

Project address:

Estimate No.: Date: Valid until:

LINE ITEMS

Description	Qty	Unit	Unit Price	Total
	1			

Subtotal	\$
Tax	\$
Total Estimate	\$

NOTES AND ASSUMPTIONS

TERMS

This estimate is based on the scope and site conditions known on the date above. Concealed or unforeseen conditions may require a written change order, signed by both parties before additional work begins. A deposit of is due upon acceptance, with the balance due as stated in the accompanying agreement. Pricing is valid until the date shown above. Workmanship warranty: . This proposal becomes part of the parties' agreement when accepted and signed below.

ACCEPTANCE

By signing below, the Client accepts this estimate and authorizes the Provider to proceed under the terms stated.

Client signature Date

Printed name

Provider signature Date

Printed name and title

your state review any contract before use.