[Company Name]

QUOTE

[Street Address]
[City, ST ZIP]
Phone: [000-000-0000]
Fax: [000-000-0000]
Prepared by: [salesperson name]

DATE:	15/12/2010
QUOTE #	[1234.56]
Customer ID	[123]
Valid Until:	14/01/2011

Customer
[Name]
[Company Name]
[Street Address]
[City, ST ZIP]
[Phone]

DESCRIPTION	TAXED	AMOUNT
[Service Fee]		230.00
[Labor: 5 hours at $75/hr]		375.00
[Parts]	X	345.00
New client discount		-50.00

Subtotal	$	900.00
Taxable	$	345.00
Tax rate		6.250%
Tax due	$	21.56
Other	$	-
TOTAL Due	**$**	**921.56**

TERMS AND CONDITIONS

1. Customer will be billed after indicating acceptance of this quote
2. Payment will be due prior to delivery of service and goods
3. Please fax or mail the signed price quote to the address above

Customer Acceptance (sign below):

x _____

Print Name:

If you have any questions about this price quote, please contact
[Name, Phone #, E-mail]

Thank You For Your Business!