



13-21 High Street Guildford Surrey GU1 3DG Tel: 01483 456 231 www.amgltd.co.uk

Date: [Todays Date]

## QUOTE REQUEST

<b>To:</b>	[Quote Contractor]	<b>AMG Ref:</b>	[AMG Ref]
<b>Client Ref:</b>	[Client Ref]	<b>Account No.:</b>	[Client Ref] ([Account Ref])

### PROPERTY ADDRESS

[Addr 1]  
[Addr 2]  
[Addr 3]  
[Town]  
[County]  
[Postcode]

### KEYHOLDING ESTATE AGENT

[Keyholder Estate Agents Name]  
[Keyholder Estate Agents Address]  
[Keyholder Estate Agents Town]  
[Keyholder Estate Agents County]  
[Keyholder Estate Agents Postcode]  
[Keyholder Estate Agents Tel]

**PLEASE PROVIDE US WITH A QUOTE FOR THE FOLLOWING:**

[Description]

**PLEASE CONFIRM RECEIPT OF THIS INSTRUCTION & ADVISE WHEN THE QUOTE IS TO BE EXPECTED.**

Thank you for your assistance.

[User Name]  
THE ASSET MANAGEMENT GROUP