No: <PlaceHolder1>

To : <PlaceHolder2>

Attn : <PlaceHolder3>

Mobile : <PlaceHolder4>

Date : <PlaceHolder5>

Thank you for your enquiry. We are pleased to quote you as below specifications:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Part Name | Material | Printing | Size | Unit Price |

Terms and Conditions:

1) Delivery: 6~8 weeks upon order confirmation of final artwork or deposits received, whichever is later.

2) Payment Terms: 50% deposit upon order confirmation, Balance 50% cash on delivery.

3) Validity: 14 days from quotation date.

4) Tolerance: Quantity ordered may have +/- 10% tolerance on the purchase order or sales order.

We look forward to receive your order soon. Thank you.

Yours faithfully, I, hereby accept the above quotation and

agree upon all the terms and conditions stated.

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|  |  |
| --- | --- |
| <PlaceHolder6> | (Company chop and authorize signature) |
| <PlaceHolder7> |  |