FREE TEMPLATE

Electrical quotation

Your business. Your next job.

BUSINESS

CONTACT DETAILS

CUSTOMER

PROJECT / ADDRESS

DOCUMENT REFERENCE

DATE / VALID UNTIL

Currency: _____ Use your own selling rates, including overhead and profit.

Work / material	Qty / unit	Rate	Taxable?	Amount
Selected double sockets	_____	_____	_____	_____
Selected light switches	_____	_____	_____	_____
Fixings and consumables	_____	_____	_____	_____
Preparation and replacement	_____	_____	_____	_____
Testing and certification	_____	_____	_____	_____
Collection, travel and cleanup	_____	_____	_____	_____
Job-specific travel and parking	_____	_____	_____	_____
Disposal fee	_____	_____	_____	_____

Subtotal _____

VAT (_____%) _____

Total _____

Scope / products / finish

Exclusions / allowances

Schedule / payment / acceptance

Calculate tax on the marked lines only. Review all details before sending to your customer.

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