

# Your company

Your address and contact information

## QUOTATION

Biz Reg No : 1234-9876

Your customer's name

Address

Quotation No. **QT10000**

Date

Our Ref.

Cust Ref.

Terms

Dear Mr. William

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### Description Of Work

**Amount**

descriptions of the goods

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### Remarks

*PAYMENT TERMS : 30% deposit required to start work. Balance 70% on completion*

*VALIDITY : 90 days from the date of this quote*

*We trust that you will find our quote satisfactory and look forward to working with you. Please contact us should you have any questions at all.*

Tax  
**Total**

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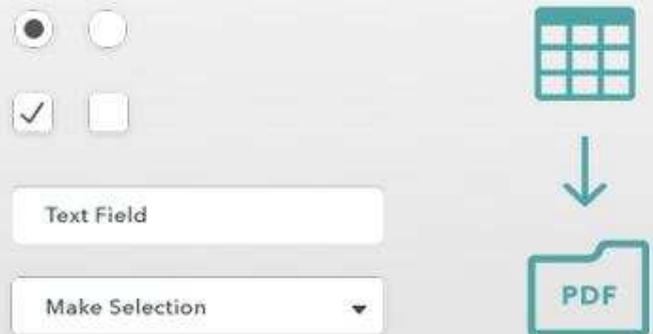
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<b>FIRST NAME</b> Richard	<b>LAST NAME</b> Evans
<b>E-MAIL ADDRESS</b>	<b>PHONE NUMBER</b>

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