Estimate

[Your business name] · [license # if required] · [phone] · [email]
Estimate #[2001] · Date: [date] · Valid until: [date, e.g. 30 days]
Prepared for: [client name] · Address: [address]
Scope: [exterior or interior, which surfaces, colors]
Prep: [wash, scrape, sand, caulk, prime] - [$]
[Surface] - [sq ft or linear ft] × [rate] = [$]
Paint: [brand, product, sheen] - [gallons] × [price] = [$] · Coats: [number]
Wood repair allowance: [$], billed only if used
Not included: [e.g. deck, fence] · Weather: start date may move for rain or cold
Subtotal [$] · Sales tax [rate]% [$] · Estimated total [$]
Deposit to start: [%] · Accepted by: [name] · [date]

DESCRIPTION	QTY	PRICE	AMOUNT

Subtotal	
Sales tax	
Total	