# QUOTE

Blank editable template

Currency: USD

Business and contact: _____

Customer: _____

Document number: _____

Issue date: _____

Due date: _____

Scope: _____

Valid until: _____

Exclusions: _____

Acceptance: _____

Description | Quantity | Rate | Amount

_____ | _____ | _____ | _____

_____ | _____ | _____ | _____

_____ | _____ | _____ | _____

_____ | _____ | _____ | _____

_____ | _____ | _____ | _____

Subtotal: _____

Sales tax 0% (illustrative): _____

Total USD: _____

Payment instructions and terms: _____

Review applicable sales tax for the work and location. The 0% example does not determine your obligations

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Standalone worksheet. Mobillify creates invoice drafts and does not generate quotes or estimates.