Your business name

PROPOSAL

Address

Phone / email

License #

No.

Date

Proposal valid until

PREPARED FOR

PROJECT / JOB SITE

SITUATION

OBJECTIVES

APPROACH

DESCRIPTION	QTY	UNIT	UNIT PRICE	AMOUNT
Phase 1 - Diagnostic		job		
Phase 2 - Recommendations		job		
Phase 3 - Implementation support (optional)		hr		

Payment terms

Notes

Subtotal

Sales tax (taxable lines only)

TOTAL (USD)

By signing below, the customer accepts this proposal, including the prices and terms above.

Signature

Printed name and title

Date