

# Job Proposal & Estimate

Dated:

Proposal submitted to:

(NAME/COMPANY/ADDRESS)

Architect: (NAME)

Date of Plans:

Job Name:

Job Location:

Job Telephone:

WE HEREBY SUBMIT SPECIFICATIONS AND ESTIMATES AS FOLLOWS:

WE PROPOSE hereby to furnish material and labor - complete in accordance with above specifications, for the sum of:

\_\_\_\_\_ dollars (\$\_\_\_\_\_)

Deposit and Payment to be made as follows:

1/deposit (date)	2/payment (date)	3/payment (date)
(\$_____)	(\$_____)	(\$_____)
_____, 20__	_____, 20__	_____, 20__

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to industry standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon authorized orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, storm and other necessary insurance. Our workers are fully covered by Workmen's Compensation insurance.

Date of Acceptance: \_\_\_\_\_, 20\_\_

Signature: \_\_\_\_\_

{Authorized Signature}

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and hereby accepted. You are authorized to do the work as specified. Payment will be made outlined as above.

Note: This proposal may be withdrawn by us if not accepted within (\_\_\_) days.