|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| [Insert Company Name]  ABN: [insert ABN]  [Company Contact Person]  [Company Address]  Phone [Phone Number]  Fax [Fax Number] | | | Quotation | | | | |
| QuotATION [Quote number]  Issue Date: [quote issue date]  EXPIRY DATE: [Quote expiry date] | | | | |
| To:  [Name]  [Street Address]  [Suburb STATE Post Code]  [Phone Number] | |  | | | | | |
| address (where works are to be CARRIED OUT): [enter client property address details]  Expected Commencement DATE of works: [MUST INCLUDE AN ESTIMATED commencement date]  Expected completion DATE of works: [MUST INCLUDE AN ESTIMATED completion date] | | | | | | | |
| QUANTITY | | DESCRIPTION | | | UNIT PRICE | | GST | TOTAL |
|  | | **[Complete All Table Fields]** | | |  | |  |  |
|  | |  | | |  | |  |  |
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|  | |  | | |  | |  |  |
| payment terms and conditions: [eg strictly 7 days, on completion, etc.]  Northern Territory Government home improvement scheme voucher will be accepted as part payment. | | | | |  | | Subtotal (EX GST) |  |
|  | | | | |  | GST | |  |
|  | **Total Due** | |  |
| ***For Home Improvement Scheme Purposes Only***   |  |  | | --- | --- | | ***Description*** | ***Price (ex GST)*** | | *Total value of goods/materials* | ***[insert price]*** | | *Total value of remainder (inc. labour)* | ***[insert price]*** |   ***Third Party Sub-Contractor Details [delete if not applicable]***   |  |  |  |  | | --- | --- | --- | --- | | *Business Name* | *Contact Name* | *Phone Number* | *Email* | | *Business Name* | *Contact Name* | *Phone Number* | *Email* | | *Business Name* | *Contact Name* | *Phone Number* | *Email* | | *Business Name* | *Contact Name* | *Phone Number* | *Email* |   If you have any questions concerning this quote, contact: [Insert Name] at [Phone Number] or [Email Address] | | | | | | | | |
| Thank you for your business! | | | | | | | | |