

[Your Business Name]

[Address line 1] · [Town/City] · [Postcode]
[Phone] · [Email] · [VAT/Tax number if registered]

ESTIMATE

Estimate number [EST-0001]

Date [Date]

To: [Customer name]
[Customer address]
[Site address, if different]

Description	Qty	Unit price	Total
Supply and lay turf, per m2			
Supply and lay patio paving			
Supply and erect fence panels			
Garden clearance and waste removal			
Topsoil and planting scheme			
Subtotal			
VAT at [20]%			
Total			

Terms

This is an estimate, not a fixed quotation. The final price may vary if unforeseen work is required once the job is under way. Any significant change will be discussed and agreed with you before extra work is carried out.