|  |  |
| --- | --- |
| [Customer's Name] | **Date:** |
| [Address] | [Issue Date] |
| [Contact Number] | **Due Date:** |
| [Email address] | [Due Date] |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Terms and Conditions:** | | |  | | | |
| [company's terms and conditions]  [company's terms and conditions]  [company's terms and conditions] | | | | | | |
|  | | |  | | | |
| **Description and type** | | **Area/square feet** | | **Cost** | | **Total** |
| [living area, carpet] | | 50 | | $ 20 | | $ amount |
| [dining room, hardwood] | | 40 | | $ 23 | | $ amount |
| [masterbedroom, hardwood] | | 30 | | $ 25 | | $ amount |
| [main kitchen, tiles] | | 20 | | $ 17 | | $ amount |
| [garage, polished concrete] | | 10 | | $ 15 | | $ amount |
|  | |  | | **Subtotal:** | | **$ amount** |
| **Labour work Description** | | **Work hours** | | **Cost/hour** | | **Total** |
| [Work Description] | | 5 | | $ 34 | | $ amount |
| [Work Description] | | 4 | | $ 23 | | $ amount |
| [Work Description] | | 3 | | $ 55 | | $ amount |
| [Work Description] | | 2 | | $ 12 | | $ amount |
|  | |  | | **Subtotal:** | | **$ amount** |
|  | |  | | **Tax:** | | **$ amount** |
|  | |  | | **Total Cost:** | | **$ amount** |
| **Additional Notes:** [Additional comments/ remarks] | | | | | | |
| **Prepared by:** | | | | | | |
| [name] | [signature] | | | | [date] | |
| **[Company Name]** | | | [Address] | | | |
| [Contact number] | | | |
| [Email address] | | | |
| [Website] | | | |