QUOTE

[Your Business Name]
[Street address]
[City, State ZIP]
[email@yourbusiness.com]
[(555) 555-0123]

PREPARED FOR

[Client Name]
[Street address]
[City, State ZIP]
[client@email.com]

Quote number: Q-0001
Date: 10/27/2026
Valid until: 11/26/2026

ITEM	UNIT PRICE	QUANTITY	AMOUNT
3-ton heat pump system, installed [Brand, model], 16 SEER2	$9,800.00	1	**$9,800.00**
Smart thermostat [Model]	$280.00	1	**$280.00**

NOTES/MEMO

Includes removal of old equipment, permit and startup. 10-year parts warranty when registered. Options: variable-speed system +$3,400; duct sealing +$650.

Subtotal: $10,080.00
Total: **$10,080.00**