

# Estimate Template

Prepare a clear project or service estimate before work begins.

## Business details

<b>Business name</b>		<b>Client name</b>	
<b>Invoice or form number</b>		<b>Date</b>	

## Line items

Item / service	Qty	Rate	Amount

## Totals and notes

<b>Subtotal</b>		<b>Tax</b>	
<b>Total</b>		<b>Payment notes</b>	