ESTIMATE

HVAC estimate template

EST-_____
Date ____ / ____ / _____
Expires ____ / ____ / _____

FROM

Your business name
Address
Phone · Email
License / Tax ID

PREPARED FOR

Customer name
Job address
Phone · Email
PO / Job reference

DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL
Service call & diagnostic				
Refrigerant, per pound				
Condenser replacement				
Maintenance agreement, per visit				

Subtotal	
Tax (____%)	
Deposit required	
Estimated total	

Deposit due on acceptance
$_____

This estimate is valid until
____ / ____ / _____

_____
Customer signature

_____
Date

Notes / warranty: _____