

[Insert Company Name]

ABN: [insert ABN]

QUOTATION

[Company Contact Person]

[Company Address]

Phone [Phone Number]

Fax [Fax Number]

QUOTE [QUOTE NUMBER]

ISSUE DATE: [QUOTE ISSUE DATE]

EXPIRY DATE: [QUOTE EXPIRY DATE]

TO:

[Name]

[Street Address]

[Suburb STATE Post Code]

[Phone Number]

ADDRESS (WHERE WORKS ARE TO BE CARRIED OUT): [ENTER CLIENT PROPERTY ADDRESS DETAILS]

EXPECTED COMMENCEMENT DATE OF WORKS: [COMMENCEMENT DATE]

EXPECTED COMPLETION DATE OF WORKS: [COMPLETION DATE]

QUANTITY	DESCRIPTION	UNIT PRICE	GST	TOTAL
	[Complete All Table Fields]			

Payment terms and conditions: [eg strictly 7 days, payment on completion, etc.]  
Northern Territory Government HOME RENOVATION GRANT PROGRAM voucher will be  
accepted as payment, subject to Program Terms and Conditions, available at  
[www.firsthome.nt.gov.au](http://www.firsthome.nt.gov.au).

SUBTOTAL  
(EX GST)

GST

TOTAL DUE

For Home Renovation Grant Program Purposes Only

Description	Price (ex GST)
Total value of goods/materials	[insert price]
Total value of remainder (inc. labour)	[insert price]

If you have any questions concerning this quote, contact: [Insert Name] at [Phone Number] or [Email Address]

THANK YOU FOR YOUR BUSINESS!