

# Proposal

## COMPANY NAME

*Residential — Commercial — Industrial*

**123 Your Street  
P.O. Box 456  
Your City, USA 7890**

**Phone: 123-456-7890  
Fax: 012-345-6789  
Mobile: 234-567-8901**

PROPOSAL SUBMITTED TO		PHONE	DATE
STREET		JOB NAME	
CITY, STATE AND ZIP CODE		JOB LOCATION	
ARCHITECT	DATE OF PLANS		JOB PHONE

**We hereby submit specifications and estimates for:**

**We Propose** hereby to furnish material and labor - complete in accordance with above specifications for the sum of:

\_\_\_\_\_ dollars (\$\_\_\_\_\_).

Payment to be made as follows:

**Acceptance of Contract** - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance \_\_\_\_\_

Authorized

Signature \_\_\_\_\_

Signature \_\_\_\_\_

Signature \_\_\_\_\_