**RESIDENTIAL CONSTRUCTION PROPOSAL**

**Prepared For**

*[Client Name]*

**Prepared By**

*[Company Name]*

*[Point Of Contact Name]*

*[Address Line 1]*

*[Address Line 2]*

*[Address Line 3]*

*[Phone: 000-000-0000]*

*[Fax: 000-000-0000]*

*[Email Address]*

*[Company Web Address]*

**Date Prepared**

*[00/00/0000]*

Quote Is Valid For 30 Days

**About Our Company**

*[Company Name]*

*[Address Line 1]*

*[Address Line 2]*

*[Address Line 3]*

*[Phone: 000-000-0000]*

*[Fax: 000-000-0000]*

*[Email Address]*

*[Company Web Address]*

Year Established:2004

Number Of Employees:22

**Certifications:**

*[Certification 1]*

*[Certification 2]*

**License:**

*[License Issuer Name; Valid Through: 00/00/0000]*

**About Us:**

*[Describe Your Company And The Services You Offer.]*

*[Share Any Additional Details That Would Be Appealing To Your Potential Client.]*

**References**

Past And Present Clients

*[Client 1]*

*[Contact Person 1]*

*[000-000-0000]*

*[Client 2]*

*[Contact Person 2]*

*[000-000-0000]*

*[Client 3]*

*[Contact Person 3]*

*[000-000-0000]*

**Scope Of Work**

*[Discuss client expectations and home plans. Provide images, if applicable.]*

*[Include a comprehensive list of all work you will perform.]*

*[Provide details of materials used, colors, models, and specifications.]*

*[Detail processes for site cleanup.]*

**Material Overview**

|  |  |  |  |
| --- | --- | --- | --- |
| **Item** | **Quantity** | **Price** | **Amount** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
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|  |  |  |  |

**Labor Overview**

|  |  |  |  |
| --- | --- | --- | --- |
| **Labor** | **Hours** | **Rate** | **Amount** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**Estimate**

|  |  |
| --- | --- |
| **Description** | **Amount** |
| Material Total |  |
| Labor Total |  |
| Additional Cost 1 |  |
| Additional Cost 2 |  |
| Additional Cost 3 |  |
| Additional Cost 4 |  |

**Exclusions**

Items To Consider:

• Vehicle Liability

• Damages

• Indemnification

• Hazardous Materials

**Insurance**

*[Provide Insurance Details.]*

**Warranty**

*[Give A Statement Of Any Labor And/Or Material Warranty You Offer.]*

**Terms And Conditions**

Provide Details Of Terms And Conditions.

Areas To Consider:

• Agreement Statement

• Payment Terms

• Late Payments And Service Charges

• Work Schedule

• Weather Implications

• Owner Responsibilities

• Changes In Contract

• Material Delivery

• Job Site Cleanup

• Insurance

• Permits

Agreement

*[Include Statement Of Agreement. For Example, “Client Has Xx Days From The Date Of Signature To Cancel This Agreement.”]*

Agreement Approval Signatures

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sender Name** | |  | **Client Name** | |
|  | |  |  | |
|  |  |  |  |  |
| Sender Signature | Date Of Signature |  | Client Signature | Date Of Signature |
|  |  |  |  |  |