|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| AUDIT QUOTE | | | | |
|  | | | | |
| (Company Name) | (Address) | (Contact Number) | | (City) |
|  | | | | |
| **Auditor Details:** | | **Prepared By:** | | |
| (Name) | (Contact Number) | **Name:** | | (Name) |
| (Address) | (City) | **Signature:** | | (Signature) |
|  | | | | |
| **Audit Task** | | **Time frame** | | **Price** |
| **Audit Planning** | | **4 Days** | | **$500.00** |
| **Report Preparation, Transaction Confirmations, Internal Controls** | | **4 Days** | | **$200.00** |
| **Risk Assessment, Functionality Testing, Revenue and Disbursement** | | **3 Days** | | **$150.00** |
| **Field work (Deposits, Payroll and unrecorded liabilities checking)** | | **5 -7 Days** | | **$100.00** |
| **Draft Reports (Auditors Feedback, Report Submission)** | | **3 Days** | | **$100.00** |
|  | | | | |
| **Terms and Conditions:**   * Payment should be made not later than 15 days. * 30% should be paid in advance. | | | **Sub Total:** | **$1,050.00** |
| **Tax @ 5%:** | **$52.50** |
| **Total** | **$1,102.5** |