|  |  |  |
| --- | --- | --- |
| **(Company Name)** | **(Email)** | **(Phone Number)** |

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| --- |
| Office Cleaning Service Quote |

|  |  |
| --- | --- |
| **Prepared for:** | **Prepared by:** |
| (Name) | (Name) |
| (Email) | (Email) |

|  |  |
| --- | --- |
| **Quote Number:** | (Quote Number) |

**Pricing**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name** | **Quantity** | **Price** | **-** | **Total** |
| **Hallways** | **1200** | **$0.30** | **sq. ft.** | **$0.00** |
| **Store Room** | **100** | **$0.30** | **sq. ft.** | **$0.00** |
| **Pantry** | **400** | **$0.40** | **sq. ft.** | **$0.00** |
| Sub Total | | | | **$0.00** |
| Sales Tax | | | | **0%** |
| Discount | | | | **0%** |
| Grand Total | | | | **$0.00** |

|  |
| --- |
| **Terms & Conditions:** |
| * Special request that was not noted on the quote will incur an additional fee. |
| * This quote will be valid for 30 days after the given date. |