

Job estimate

A one-page estimate for electrical, plumbing, painting and general trade work. Priced from the costing sheet, written so the invoice holds.

Estimate number	_____	Customer name	_____
Date	_____	Site address	_____
Valid for (days)	_____	Phone / email	_____
Prepared by	_____	Job described by customer as	_____

1. Work to be done

#	DESCRIPTION	QTY	RATE (EXCL GST)	AMOUNT (EXCL GST)
1				
2				
3				
4				

2. This estimate does not include

- ☐ Work not listed in section 1, including anything found once walls, floors or ceilings are opened
- ☐ Asbestos testing or removal (houses built before 2000 may contain it)
- ☐ Council consent, inspection or connection fees
- ☐ Repairs to existing faults or non-compliant work discovered on site
- ☐ Other:

3. Price

	AMOUNT
Estimated total (excl GST)	
GST at 15%	
Estimated total (incl GST)	
Deposit to book (if any)	

An estimate is our best assessment of the likely cost. If the work looks like costing more than 10% above this figure we stop and tell you before continuing. A fixed quote is available on request once the site has been seen. Call-out fee \$____, hourly rate \$____ excl GST, after-hours rate \$____, as told to you before booking.

4. Terms

Invoices are issued on completion (or as progress claims on jobs over one week) and are due within 7 days. Payment terms, deposit and any late-payment interest are as stated here, not introduced on the invoice. Compliance certificates for prescribed electrical or gas work are supplied on completion. Any change to the work in section 1 is agreed in writing before it is done.

Customer acceptance (signature)	_____	For the business	_____
Date	_____	Date	_____