

JOB PROPOSAL FORM TEMPLATE



JOB NAME	
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PROPOSED BY		TO CLIENT	
COMPANY NAME		CLIENT NAME	
COMPANY CONTACT		CLIENT CONTACT	
ADDRESS		ADDRESS	
PHONE		PHONE	
EMAIL		EMAIL	

SCOPE OF WORK

QTY	MATERIAL	RATE	TOTAL
TOTAL MATERIALS			

MISCELLANEOUS CHARGES
TOTAL MISCELLANEOUS

HOURS	LABOR	RATE	AMOUNT
TOTAL LABOR			

TOTAL MATERIALS	
TOTAL LABOR	
TOTAL MISCELLANEOUS	
SUBTOTAL	
TAX RATE	
TOTAL TAX	
TOTAL	

TERMS AND CONDITIONS

PROPOSED BY		APPROVED BY	
NAME		NAME	
SIGNATURE		SIGNATURE	
DATE SUBMITTED		DATE APPROVED	

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