

FROM

Your business name
Address
Phone · email

BILL TO

Client name
Client address
Phone · email

ESTIMATE #	DATE	VALID UNTIL
PROJECT / PROPOSAL REF.	FILES DELIVERED	

DESCRIPTION	QTY × RATE	AMOUNT
Deliverable: logo / brand guide / print piece (concepts, rounds included)		
Deliverable		
Additional revision round (× rate)		
Usage rights: full transfer on payment / license scope and term		
Pass-through: stock, font license, printing (at cost)		
Deposit received (negative)		

NOTES & PAYMENT TERMS

This estimate is valid for 30 days. Final invoice may vary if the scope changes; any change will be approved in writing before work continues. Deposit of 30% due on acceptance.

Subtotal

Tax

ESTIMATED TOTAL