

FROM

Your business name _____

Address _____

Phone · email _____

BILL TO

Client name _____

Client address _____

Phone · email _____

ESTIMATE #	DATE	VALID UNTIL
_____	_____	_____
PROJECT / PROPOSAL REF.	MILESTONE	
_____	_____	

DESCRIPTION	QTY × RATE	AMOUNT
Milestone # of #: deliverables (pages, templates, layouts)		
Design asset: style guide, logo adaptation, icons		
Revisions: rounds included / additional round (× rate)		
Pass-through: plugins, stock, fonts, domain (at cost)		
Hosting / maintenance: period × monthly rate		
Deposit or previous milestone payment (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 _____