Quote Desk

Job details

Business name
Example Cleaning Co. — fictional demo

Business contact
Sample only — not a real business

Customer
Example Office

Job / service
Illustrative office cleaning quote

Quote number
DEMO-001

Quote date
10/06/2026

Valid until
10/20/2026

Currency
USD — US dollar

Line items

Service / item	Quantity	Unit price	Amount
Office cleaning visit	1	180	$180.00
Interior glass cleaning	1	45	$45.00

Discount amount
15

Tax rate (%)
0

Subtotal	$225.00
Discount	$15.00
Tax	$0.00
Total	**$210.00**

Scope and payment terms

Included work, exclusions, and payment instructions

Fictional sample for demonstrating the tool. Includes one cleaning visit for the listed scope. Excludes carpet extraction and exterior windows. The buyer should enter their own scope, applicable tax rate, and payment instructions.

Quote only. Payment and acceptance are arranged directly with the business.