

[Street address, city, state ZIP]
[Phone] · [Email] · [Website]
License # [state HVAC license] · EPA 608 certified

Estimate # [0001]
Date [MM/DD/YYYY]
Valid until [MM/DD/YYYY]
Equipment price holds [14 days]

[Customer name]
[Street address]
[City, state ZIP]
[Phone or email]

[What's being replaced or repaired — tons, fuel, stages]
[Job address, if different] · [Days, technicians]
[Install window after the deposit]

Estimated total

DEPOSIT TO BEGIN

[Amount — what it books, and when the balance is due]

WHAT'S INCLUDED

[The system, permit, start-up — and what isn't: ductwork, electrical panel work, drywall.]

HOW TO PAY

[Deposit that orders the equipment and books the day, and how to pay it. When the balance is due. Payment plans, if you offer them.]

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