

[Street address, city, state ZIP]
[Phone] · [Email] · [Website]
EIN [00-0000000] · W-9 available on request

Estimate # [0001]
Date [MM/DD/YYYY]
Valid until [MM/DD/YYYY]
Your reference / PO [optional]

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

[The project in one line — devices, sites, what moves]
[Days on site; when the plan starts, if taken]
[Start: what needs to be in place first — internet install,
access, hardware delivery]

[Deposit that orders the hardware and books the days, and how to pay it. When the balance is due.]

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