**Freelance Contractor Estimate Template**

|  |
| --- |
| Your Branding / Logo |
|  |
| ESTIMATE NUMBER |   |   |
|  |
| PROJECT NAME | ESTIMATED START DATE |
|  |  |
| PROJECT LOCATION | ESTIMATED DATE OF COMPLETION |
|  |  |
|  |  |  |  |  |
| Freelancer Information |
| COMPANY NAME | CONTACT NAME |
|  |  |
| ADDRESS |
|  |
| WEBSITE / PORTFOLIO LINK |
|  |
| EMAIL | PHONE |
|  |   |
|  |  |  |  |  |
| Client Information |
| NAME | CONTACT NAME |
|  |   |
| ADDRESS |
|  |
| EMAIL | PHONE |
|  |  |
| Scope of Work |
|  |

|  |  |
| --- | --- |
| Cost Breakdown |  |
| **Service / Task Description** | **UOM** | **Hours** | **Rate** | **Total** | **Notes / Deliverables** |
|  |   |   |   |  $ -  |   |
|  |   |   |   |  $ -  |  |
|  |   |   |   |  $ -  |  |
|  |   |   |   |  $ -  |  |
|  |   |   |   |  $ -  |  |
|  |   |   |   |  $ -  |  |
|  |   |   |   |  $ -  |  |
|  |   |   |   |  $ -  |  |
|  |   |   |   |  $ -  |  |
|  |  |  | **Subtotal** |  **$ -**  |  |
|  |  |  |  |  |  |

|  |  |
| --- | --- |
| Expenses / Reimbursables |  |
|  |  |  |  |  |  |
| **Description** | **Amount** |  |
|  |  $ -  |  |
|  |  $ -  |  |
|  |  $ -  |  |
|  |  $ -  |  |
|  |  $ -  |  |
|  |  $ -  |  |
| **Total Expenses** |  **$ -**  |  |
|  |  |  |  |  |  |
|  |  | **Cost minus Expenses** |  **$ -**  |  |
|  |  |   enter %   **Tax Rate** | **0.00%** |  |
|  |  | **Total Tax** |  **$ -**  |  |
|  |  | **Grand Total** |  **$ -**  |  |
|  |  |  |  |  |  |
| Payment Terms |  |
|  |  |
|  |  |  |  |  |  |
| Acceptance of Proposal |  |
| AUTHORIZED CLIENT SIGNATURE | DATE OF ACCEPTANCE |  |
|  |  |  |

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