**[A blue and white sign

AI-generated content may be incorrect.](https://www.smartsheet.com/try-it?trp=12401&utm_source=template-word&utm_medium=content&utm_campaign=SEO)HVAC Estimate Template**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  | Company Logo | | | | | |
|  |  |  |  | |  |  | |  | |
| Company Name |  |  |  | |  |  | |  | |
| Contractor License Number | | | |  | | | | |
|  | | | | | | | | |
| Customer Name | | | |  | | |  | |
|  | | | | | | | | |
| Customer Address | | | | Date | | | | |
|  | | | |  | | | | |
| Customer Phone / Email | | | | Project Location | | | | |
|  | | | |  | | | | |
|  |  |  |  | |  |  | |  | |
| Project Overview |  |  |  | |  |  | |  | |
| Project Name / Description | | | | | | | | |
|  | | | | | | | | |
| Prepared By | | | | Valid Until | | | | |
|  | | | | MM/DD/YY | | | | |
|  |  |  |  | |  |  | |  | |
| Scope of Work |  |  |  | |  |  | |  | |
|  | | | | | | | | |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Itemized Estimate | | | | |  | |  | |  | |  | |  | |
| **Description** | **Item No.** | **Category** | | **UOM** | | **Quantity** | | **Unit Cost** (Unit, Labor, Materials) | | **Total** | | **Notes** | |
|  |  | Heating | |  | | 0 | | $ 0.00 | | $ 0.00 | |  | |
|  |  | Cooling | |  | | 0 | | $ - | | $ - | |  | |
|  |  | Ventilation | |  | | 0 | | $ - | | $ - | |  | |
|  |  | Materials | |  | | 0 | | $ - | | $ - | |  | |
|  |  | Labor | |  | | 0 | | $ - | | $ - | |  | |
|  |  | Miscellaneous | |  | | 0 | | $ - | | $ - | |  | |
|  |  |  | |  | | 0 | | $ - | | $ - | |  | |
|  |  |  | |  | |  | |  | |  | |  | |
| Subtotals and Totals | | |  | | Warranty and Service Information | | | | | | | | | |
| **Description** | **Amount** |  | |  | | | | | | | | | |
| Heating Subtotal | 0 |  | |
| Cooling Subtotal | 0 |  | |  | |  | |  | |  | |  | |
| Ventilation Subtotal | 0 |  | | Payment Terms | | | | | | | |  | |
| Labor Subtotal | 0 |  | |  | | | | | | | | | |
| Materials Subtotal | 0 |  | |
| Permits / Fees | 0 |  | |  | |  | |  | |  | |  | |
| Discounts / Rebates  (if applicable) | 0 |  | | Notes / Exclusions | | | | | | | |  | |
| Other |  |  | |  | | | | | | | | | |
| **Subtotal Before Tax** |  |  | |
| enter %   **Tax Rate** | **0.00%** |  | |  | |  | |  | |  | |  | |
| **Total Tax** |  |  | |  | |  | |  | |  | |  | |
| **Grand Total** |  |  | |  | |  | |  | |  | |  | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Acceptance of Proposal | | | |  |
| Customer Signature |  | Date | Contractor Signature | Date |
|  | |  |  |  |

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| --- |
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