

QUOTE

**Date:** Date

**Consultant:** Consultant name  
 Consultant email address

**Organisation name:** Organisation name

**Project description:** Project description

|  |  |  |  |
| --- | --- | --- | --- |
| **Service** | **Time required** | **Rate** | **Subtotal** |
| **Task name**  Task description | x hours | £x p/h | £x |
| **Task name**  Task description | x hours | £x p/h | £x |
| **Task name**  Task description | x hours | £x p/h | £x |
| **Task name**  Task description | x hours | £x p/h | £x |

**Total:** **£xx**