

SALES QUOTATION

Quotation Number: SQ-2024-001

Date: October 14, 2024

Valid Until: October 21, 2024

From:
Fauget
123 Anywhere St.
Any City 12345
Phone: 123-456-7890
Email: hello@reallygreatsite.com

To:
Borcelle
123 Anywhere St.
Any City 12345
Phone: 123-456-7890
Email: hello@reallygreatsite.com

ITEMIZED QUOTATION DETAILS:

Item Description	Quantity	Unit Price (\$)	Total Price (\$)
Laptop	10	1,200	12,000
LED Monitor	15	250	3,750
Mouse	20	100	2,000
Software License	10	120	1,200
Subtotal			18,950
Tax (10%)			1,895
Shipping Cost			150
Total Amount			20,995

TERMS AND CONDITIONS:

- Payment Terms: Payment is due within 30 days of the invoice date.
- Delivery Time: Estimated delivery time is 7-10 business days after order confirmation.
- Validity: This quotation is valid until October 21, 2024.
- Warranty: All products come with a warranty of 1 year.
- Shipping: Shipping cost is calculated based on the delivery location.

Prepared By:

Approved By:

Matt Zhang
Sales Manager

Hannah Morales
Borcelle