

REQUEST FOR INFORMAL QUOTATION



DATE:
FROM:
PHONE:
EMAIL:
FAX:

TO:
LOCATION:
ATTENTION
EMAIL:
PHONE:
FAX:

DELIVERY POINT ADDRESS:

Service(s) To Be Rendered _____ Day(s) After Receipt of Purchase Order

IF THERE IS FREIGHT, PLEASE INDICATE THE AMOUNT

<u>QUANTITY</u>	<u>UNIT OF MEASURE</u>	<u>DESCRIPTION</u>	<u>UNIT PRICE</u>	<u>TOTAL PRICE</u>
GRAND TOTAL <u>EXCLUDING</u> SALE TAX:				

PLEASE RETURN NO LATER THAN:

VENDOR SIGNATURE:

