

## HVAC Estimate Template

Free HVAC estimate template for heating and cooling contractors. Present equipment costs, labor, permits, and warranty details in a professional format that wins jobs.

**Date:** \_\_\_\_\_

**Customer Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**Job / WO #:** \_\_\_\_\_

### TEMPLATE FIELDS

**01 Customer Info**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**02 System Description**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**03 Scope of Work**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**04 Equipment/Parts List**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**05 Parts Cost Breakdown**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**06 Labor Estimate**

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**07 Permit Fees**

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**08 Total Estimate**

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**09 Payment Terms**

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**10 Warranty Details**

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**11 Validity Period**

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**12 Technician Notes**

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**Additional Notes:**

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**Technician Signature:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Customer Signature:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

