

HVAC estimate template

A blank estimate you can fill in by hand. Equipment, materials, labor and tax, with a line for how long the price holds.

YOUR COMPANY

Name, address, phone, license number

CUSTOMER

Name, phone, email

ESTIMATE NUMBER

DATE

PRICE GOOD THROUGH

Job details

ESTIMATE NUMBER

e.g. Q-1042

MATERIALS

e.g. Lineset, pad, whip, disconnect, condensate pump

CONSUMABLES

e.g. Brazing, nitrogen, strapping, mastic

GOOD THROUGH

e.g. 30 days from the date above

EQUIPMENT MODEL AND SIZE

e.g. Goodman GLXS4BA3610, 3 ton

LABOR HOURS

e.g. 14 hrs

SALES TAX

e.g. 7.25% on materials

DEPOSIT

e.g. 30% on signing, balance at start-up

Description	Qty	Unit price	Amount
Equipment: [model number], [tonnage]	1		
Materials: lineset, pad, whip, disconnect	1		
Labor: installation	14		
Consumables: brazing, nitrogen, strapping, sealant	1		
Permit and inspection	1		

Subtotal

Tax

Total

TERMS

CUSTOMER SIGNATURE

Date

CONTRACTOR SIGNATURE

Date

A starting point, not legal advice. Payment, warranty and cancellation terms are governed by the law of your state and by any contract you have already signed. Have a lawyer read yours once, then reuse it.