Heating and Air Conditioning Sample Proposal

Scroll down to read the first part of this sample. When purchased, the complete sample is 4 pages long and is written using these Proposal Pack chapters:

Cover Letter, Title Page, Cost Summary, Work Order (Without Deposit)

This sample was created using Proposal Pack Business #6. In the retail Proposal Pack you get the entire collection of samples (including this one) plus thousands of editable templates for creating an unlimited variety of custom proposals and other business documents.

Click here to purchase Proposal Pack Business #6

The sample below does not include all of the sample’s content. The complete version is included in every retail Proposal Pack product and must be purchased to see the rest of the content and to get the editable Word format version.

Read this article for more help - How to Write a Contractor or Construction Business Proposal
Sept 19, 20XX

Marcus Foster
88 Crabtree Ln
Charlotte SC  28226

Dear Mr. Foster,

Please find enclosed our proposal for installing your new HearthStar 409 Heat Pump in your home.

You’ll find that the HearthStar 409 offers the most energy-efficient system for your heating and cooling needs for our climate here in South Carolina.

We guarantee both the heat pump and our labor for a full year after installation is complete.

The prices listed here are good for 30 days.

Sincerely,

Julian Bader
Sales Director
Zapata Heating and Air Conditioning
555-505-5050
bader@ZapataHAC.com
www.ZapataHAC.com
Heat Pump Installation

Prepared for: Marcus Foster  
Homeowner

Prepared by: Julian Bader  
Sales Director

Description

Please find enclosed our proposal for installing your new HearthStar 409 Heat Pump in your home. The prices listed here are good for 30 days. Please contact us as soon as possible to lock in the price and schedule your start date.
# Cost Summary

<table>
<thead>
<tr>
<th>Costs</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>HearthStar 409 Heat Pump</td>
<td>$3789.00</td>
</tr>
<tr>
<td>Pleinair Electrostatic Air Filter</td>
<td>$479.00</td>
</tr>
<tr>
<td>New ductwork for connection</td>
<td>$209.00</td>
</tr>
<tr>
<td>Labor</td>
<td>$840.00</td>
</tr>
</tbody>
</table>

Subtotal: $5317.00

Tax: $425.36

**Total Amount**: $5742.36

*Standard Disclaimer:* The numbers represented above are to be used as an estimate for the projects discussed. The above Cost Summary does in no way constitute a warranty of final price. Estimates are subject to change if project specifications are changed or costs for outsourced services change before being locked in by a binding contract.
This sample is included in the Proposal Kit Professional and Proposal Pack products.

This sample has been truncated to only show the first few pages. The complete version of this sample including an editable Word version is included with all Proposal Kit Professional and Proposal Pack products found at:

ProposalKit.com/htm/proposal-software-products.htm