

<h1>QUOTE WORKSHEET</h1> Req # _____ Quote Taken By _____			VENDOR INFORMATION		Vendor 1		Vendor 2		Vendor 3	
			Quote Date							
			Vendor Name and Address							
			Phone Number							
			Person Quoting							
			FOB or Shipping Cost							
			Payment Terms							
			Qty	Unit	Item Description	Unit Price	Extension	Unit Price	Extension	Unit Price
			Sales Tax							
			Shipping							
			Total							