

Contractor Quote Request Email

Hello (Contractor Name),

I would like to obtain a quote for work to be completed at (Property Address).

Please let me know when, at your earliest convenience, you can visit the property with me to review the details and write up the quote.

I would appreciate being given at least 24 hrs notice of the date and time so that I can notify the tenants.

Thank you,

(Your Name)

(Company Name)

(Company Address)

(Phone number)

(Email Address)