

October 18,2019  
 Mrs. Dawn Gollop  
 Les Cent Etoiles  
 Mont Fallu  
 St Peter  
 JE3 7EF

REF : SO9295

Dear Mrs. Dawn Gollop  
 As requested, we have pleasure in submitting our quotation for the following.

Description	QTY	Price
New Office, To Supply and Fit, Plantation Shutter, full height Cuba MDF & hardwood plantation shutters with 3 panels LRR, 64mm louvres, mid rail and centre tilt mechanism, finished in Pure white with matching hardware and including trims to frame to cover uneven windows where required,	2	£ 645.00
	Subtotal :	£ 645.00
	GST :	£ 32.25
	Total :	£ 677.25

As with all our custom orders, we will require a deposit of 50%. All prices are subject to GST. We are pleased to advise that our Plantation Shutters are guaranteed for 5 years.

Our Price Promise to you, we will beat any written quotation by 5% (on equivalent specification).

For the Plantation Shutters, delivery is approximately 8/10 weeks from the time of placing your order. A fast track order service is available to you at an extra cost reducing the delivery time to an average of 4 to 5 weeks. An accurate costing may be given on request.

Thank you for your enquiry and we hope you will find this quotation acceptable. Should you require any further information, please contact us.

Yours sincerely

Adrian Colston-Weeks

DIRECTOR

To accept the above quotation, please indicate which option is required and sign and return a copy of this letter. Please note our terms and conditions below.

.....  
 SIGNATURE

.....  
 DATE

Please note: This quotation is only valid for acceptance for 60 days. Our estimate does not include any electrical work or additional carpentry work to install the above unless otherwise specified. Please note there is a handling charge on customer own fabric of £5 per metre. Due to high costs of labour, pre-arranged missed fitting appointments will be charged on a time-wasted basis. Settlement is due on completion of works and an administration charge of £25 will be added per month if unpaid within 30 days. We reserve the right to charge for design, advice and liaison work carried out should an order not be placed. Goods remain the property of C P Sunblinds until full settlement is received. Goods remain the property of C P Sunblinds until full settlement is received. Should payment not be received we reserve the right to attend premises during working hours to remove goods and not be required to make good.

- Call us and pay by Card, we accept card transactions over the telephone and we will not charge you a handling fee.
- Bank details: Natwest, Sort Code 60-12-03, Account No 66577772

If you pay your deposit by BACS payment, please confirm the details of your order by returning a signed copy of this letter