

Ray Tod  
Little Arden  
Castle Road  
Woking  
GU21 4EU

24<sup>th</sup> June 2016

Dear Ray

**Estimate** (subject to our standard terms & conditions)

Ref: Carpets at above Address

Further to our recent site survey I have pleasure in showing the cost to supply & fit carpets as detailed below.

#### Specification

Supply & lay Shiruku 100% Nylon Carpeting colour to select on Homemaker 10mm PU foam underlay, fitted on smoothedge gripper fixings, Fitting up to existing tiled floors in doorways, Supply & fit polished aluminium door bars between landing & bedroom doors and at bathroom tiles.

Option 1 – 1 colour to ground floor & second colour to stairs landings & bedrooms

Areas Included:

Ground Floor – Drawing Room, Dining Room & Study

1<sup>st</sup> Floor – 5 Bedrooms & 1<sup>st</sup> Floor Landing

Stairs – Ground to first floor fitted as carpet runner with Faux Leather taped edge

Mr Carpet to screed uneven concrete around lounge hearth as discussed.

Total Cost all Labour & Materials as above £7617.00 + VAT

Option 2 – 1 colour to all areas

Areas Included:

Ground Floor – Drawing Room, Dining Room & Study

1<sup>st</sup> Floor – 5 Bedrooms & 1<sup>st</sup> Floor Landing

Stairs – Ground to first floor fitted as carpet runner with Faux Leather taped edge

Total Cost all Labour & Materials as above £7347.00 + VAT

#### Optional extras

Upgrade to Brass/Chrome plated door bars as per samples posted add £18.00 + vat per 900mm door width.

Items NOT included in above costing

- No allowance has been made in above costing for ramps at the tiled floors if they are over 15mm above the floor finish at tiled doorways. Allow a pc sum of £7.00 per 900mm to supply & fit.

#### IMPORTANT NOTE

1. A seam is required to the lounge, Bedroom 1 & Bedroom 2 as these areas exceed 5m in both directions.
2. Mr Carpet to screed uneven concrete around lounge hearth as discussed.
3. Hole between lounge wood & concrete floor to be repaired by customers builders before our arrival to site

Payment terms:  
Balance due 14 days after invoicing.

Delivery  
14-21 days required for ordering.

Customers notes.

1. Door clearances to be satisfactory prior to our arrival.

I trust this estimate meets with your approval and it is guaranteed for a period of 21 days from the above date. Thereafter it may be subject to change without notification if a manufacturer's price increase prevails. If there are any further points you may wish to discuss or alternative options you may require a cost for please do not hesitate to contact me.

Assuring you of our best attention at all times.  
Yours Sincerely

A handwritten signature in black ink, appearing to read "D. Guyan". The signature is fluid and cursive, with a large initial "D" and a long, sweeping underline.

David Guyan (contract sales)