

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Client's Name]

[Client's Company Name]

[Client's Company Address]

[City, State, Zip Code]

Subject: Cost Estimation Proposal for [Project Name]

Dear [Client's Name],

We are pleased to submit our proposal for the cost estimation of the [Project Name] project. After our discussions and understanding your requirements, we have provided a detailed breakdown of costs below:

Project Scope

[Brief description of the project scope]

Cost Breakdown

Item	Description	Estimated Cost
[Item 1]	[Description of Item 1]	[Cost]
[Item 2]	[Description of Item 2]	[Cost]
[Item 3]	[Description of Item 3]	[Cost]

Total Estimated Cost

The total estimated cost for the [Project Name] is [**Total Cost**].

Please note that this is an estimate based on the information currently available, and the final cost may vary depending on any changes or additional requirements that arise during the course of the project.

We appreciate the opportunity to work with you and look forward to your feedback. Should you have any questions or require further information, please feel free to reach out.

Thank you for considering our proposal.

Best Regards,

[Your Name]

[Your Position]

[Your Company Name]