

# FLEET / MULTI-VEHICLE QUOTATION FORM

UK garage / dealer customer quotation and pre-order record template

**Important:** This template is a general business document for recording vehicle quotations, customer options, finance discussions, pricing decisions, deposits, extras and pre-order evidence. It is not legal, tax, accounting or financial advice. Have it checked by a qualified adviser for your exact business, finance permissions, consumer process and jurisdiction before relying on it.

Form reference / quote number:	Date:	Staff member:
Vehicle registration:	Customer / buyer:	Salesperson:

## Purpose

Used when quoting more than one vehicle to a business or fleet customer.

## Details to Record

Business customer name:	Contact details:
Vehicle 1 details and price:	Vehicle 2 details and price:
Vehicle 3 details and price:	Quantity discount:
Delivery cost:	Warranty terms:
Payment terms:	Finance or lease options:
Total package price:	Quote expiry date:

## Notes / Supporting Evidence

Notes, supporting evidence, customer communications, quote references or follow-up action:

## Signatures / Acceptance

Authorised buyer signature: _____	Salesperson signature: _____
Date: _____	Time / reference: _____