**SCRAP QUOTATION**

[INSERT BUSINESS LOGO]

“[INSERT BUSINESS SLOGAN]”

[INSERT NAME OF BUSINESS]

[INSERT COMPLETE BUSINESS ADDRESS]

[INSERT PHONE NUMBERS]

[INSERT FAX NUMBERS]

[INSERT EMAIL ADDRESS]

[INSERT WEBPAGE, IF APPLICABLE]

**Prepared by:**

[INSERT COMPLETE NAME]

[INSERT JOB TITLE]

[INSERT COMPANY NAME]

[INSERT COMPLETE ADDRESS]

[INSERT DATE]

**To:**

[INSERT FULL NAME]

[INSERT JOB TITLE]

[INSERT COMPANY NAME]

[INSERT COMPLETE ADDRESS]

[INSERT DATE]

**Re: Scrap Quotation**

Dear Mr. /Mrs. [INSERT LAST NAME],

We are writing this letter in response to your scrap quotation request. Attached on this letter is a detailed summary and breakdown of scrap materials and cost per item. In addition, the entire scrap contract cost will be discounted for about [SPECIFY PERCENTAGE VALUE] percent, in the event that a deposit payment will be made within [SPECIFY NUMBER OF DAYS] days from the receipt of this quotation.

We at [INSERT NAME OF BUSINESS], are more than glad to be of service. Should you need any further assistance or if you have any questions about the specifications of this scrap quotation, get in touch with us by giving us a call through [INSERT CONTACT NUMBER] or send us an email at [INSERT EMAIL ADDRESS]. Again, thank you for choosing [INSERT NAME OF BUSINESS].

Respectfully yours,

[INSERT NAME WITH SIGNATURE OF COMPANY REPRESENTATIVE]

[INSERT DATE SIGNED]

**SCRAP QUOTATION DETAILS**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Item No.** | **Item Code** | **Scrap Item** | **Unit Value** | **Specification** | **Unit Price** | **Quantity** | **Total Cost** |
| 1 | **AZXY** | Roofing Copper | 0.00/lb | [PROVIDE ITEM SPECIFICATION] | $ 0.00 | XX | $ 0.00 |
| 2 | **IGHY** | Brass Water Meter | 0.00/lb | [PROVIDE ITEM SPECIFICATION] | $ 0.00 | XX | $ 0.00 |
| 3 | **KVMB** | Copper Tubing | 0.00/lb | [PROVIDE ITEM SPECIFICATION] | $ 0.00 | XX | $ 0.00 |
| 4 | **FYEG** | Brass (Plumbing and Pipe) | 0.00/lb | [PROVIDE ITEM SPECIFICATION] | $ 0.00 | XX | $ 0.00 |
| 5 | **VNDB** | Insulated Copper Wire | 0.00/lb | [PROVIDE ITEM SPECIFICATION] | $ 0.00 | XX | $ 0.00 |
| 6 | **EUVH** | Insulated Cable | 0.00/lb | [PROVIDE ITEM SPECIFICATION] | $ 0.00 | XX | $ 0.00 |
| 7. | **WTDB** | Stainless Steel | 0.00/lb | [PROVIDE ITEM SPECIFICATION] | $ 0.00 | XX | $ 0.00 |
| 8. | **UEYT** | Mixed Copper | 0.00/lb | [PROVIDE ITEM SPECIFICATION] | $ 0.00 | XX | $ 0.00 |
| 9. | **PLIL** | Aluminum Auto Wheels | 0.00/lb | [PROVIDE ITEM SPECIFICATION] | $ 0.00 | XX | $ 0.00 |
| 10. | **WRSF** | Electric Motors | 0.00/lb | [PROVIDE ITEM SPECIFICATION] | $ 0.00 | XX | $ 0.00 |
| 11. | **GCVS** | Copper Radiators With Iron | 0.00/lb | [PROVIDE ITEM SPECIFICATION] | $ 0.00 | XX | $ 0.00 |
| 12. | **GDVV** | Sheet and Cast Aluminum | 0.00/lb | [PROVIDE ITEM SPECIFICATION] | $ 0.00 | XX | $ 0.00 |
| 13. | **RWDS** | Plumbing Brass | 0.00/lb | [PROVIDE ITEM SPECIFICATION] | $ 0.00 | XX | $ 0.00 |
| 14. | **PULJ** | Magnetic Stainless | 0.00/lb | [PROVIDE ITEM SPECIFICATION] | $ 0.00 | XX | $ 0.00 |
| 15. | **UEYR** | Plumbing Bronze | 0.00/lb | [PROVIDE ITEM SPECIFICATION] | $ 0.00 | XX | $ 0.00 |
|  | | | | | | **Subtotal** | **$ 0.00** |
| **Taxes (15 %)** | **$ 0.00** |
| **Grand Total** | **$ 0.00** |