PROJECT PROPOSAL / QUOTATION PACK

A considered proposal for a lasting roofline.

Illustrative residential roofing and rainwater-goods project



SAMPLE PROJECT

Residential roof replacement

A clearly documented example of scope, costs, assumptions and next steps.

01 PROPOSED SCOPE

02 ITEMISED COSTS

03 NEXT STEPS

01 / PROJECT OUTLINE

A clear scope. A confident start.

An illustrative proposal for replacement roofing and selected rainwater-goods improvements to a residential property.



EXAMPLE PROJECT SUMMARY

Property	Reference	Status
Residential home	RE / CONCEPT / 001	Illustrative only

PROPOSED WORKS

01 Safe access & preparation

Allow for appropriate access, protection of work areas and an agreed sequence.

02 Roof covering renewal

Remove existing covering where required, install roof underlay, battens and selected tiles.

03 Weatherproof details

Specify ridge, verge, junction and flashing details suitable for the roof design.

04 Rainwater goods

Replace selected guttering and downpipes and check appropriate discharge routes.

SCOPE BOUNDARIES

What is not included in this example

Structural timber repairs, asbestos-related works, concealed defects, planning/building-control fees or changes requested after scope approval would require separate assessment and agreement.

Site conditions and final specifications must be verified before any real quotation.

02 / SAMPLE COST BREAKDOWN

Numbers with nothing hidden.

This is an example of how a clearly itemised quotation might be presented. No property has been surveyed and these prices are not an offer.

WORK ITEM	QTY	EXAMPLE COST
Site access and protection	1	£950
Remove existing roof & disposal	1	£1,450
Breather membrane and battens	1	£1,150
Roof tiles and fixings	1	£3,550
Roof installation labour	1	£3,200
Ridges, verges and flashings	1	£850
Guttering and downpipes	1	£650
Site clean, checks and handover	1	£200

PRICING CLARITY

All quantities and amounts are invented solely to demonstrate a professional quotation layout.

Final pricing, VAT treatment, materials, warranty terms and payment schedule would be confirmed in a real proposal.

Illustrative subtotal	£12,000
Example VAT (20%)	£2,400
ILLUSTRATIVE TOTAL	**£14,400**

03 / PROCESS & NEXT STEPS

Clarity from quotation to completion.

The purpose of a good quotation is to help both sides understand the proposed work before anything begins.

01
Review the proposal
Check the work included, assumptions, exclusions and example costs.

02
Confirm the specification
Agree proposed materials, access requirements and practical timings.

03
Approve any revisions
Record changes to scope or price in writing before a project starts.

04
Plan work & handover
Confirm the schedule, progress updates and closing documentation.



AN IMPORTANT NOTE

This is a concept, not a live offer.

Roofline Exteriors is a fictional company created to demonstrate Client Mark Studio design work. The prices are illustrative, and this document cannot be accepted, signed or used to order any work.