

## Request for Quote

# Fax

**To:** \_\_\_\_\_ **From:** \_\_\_\_\_

**Fax:** \_\_\_\_\_ **Pages:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Re:** \_\_\_\_\_ **CC:** \_\_\_\_\_

**Urgent**

**Please Reply**

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● **Comments:** Please deliver to addressee.

Attachments:

- Pricing response instructions
- Specific model and options list
- Copy of online price quote
- Request for Quote form
- Other relevant pricing information

Response deadline:

- All RFQ responses are due by 5:00 PM tomorrow
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