

# Sample Cost Summary

WEG courtyard lamps and fire-access bollard · English sample document

This sample shows the structure and wording style of an offer basis. It is not a binding offer, not a technical inspection, not site management and not legal advice. Amounts and assumptions are example values only.

## 1. Initial situation

Several courtyard lamps and one fire-access bollard need to be refixed or secured. Photos and short notes indicate loose fixing points, minor material requirements and a need for coordination with property management before execution.

## 2. Proposed scope of work

Item	Description	Notes
1	Review photos and clarify site access	Before work starts
2	Secure and refix seven courtyard lamps	Assumption: existing cables remain usable
3	Refix or stabilize one fire-access bollard	Final fixing method after visual check
4	Small materials: anchors, screws, fixing compound	Exact type depends on substrate
5	Short documentation and handover note	For property management / WEG file

## 3. Example cost range

Category	Assumption	Example amount
Labour	Approx. 6 to 9 hours	480 to 810 EUR
Small materials	Anchors, screws, fixing material	120 to 220 EUR
Documentation / coordination	Short summary and open questions	120 to 180 EUR
Indicative range	For coordination only	1,250 to 1,850 EUR

## 4. Open questions before execution

- Who confirms access to the courtyard and working area?
- Are existing cables and lamp bodies to be reused?
- Is a specific fixing system required by the property management?
- Should the work be documented with photos after completion?

## Important clarification

This document is a structured communication and cost-orientation sample. It does not replace technical planning, site supervision, acceptance, expert assessment or legal advice.