

## NVLAP Assessor Quote Form

<b>Date:</b>		
<b>Assessor Name:</b>		
<b>Laboratory Name:</b>		
<b>NVLAP Lab Code:</b>		
	<b>Quantity (hours or miles)</b>	<b>Amount (\$)</b>
<b>1. On-Site Assessment (hours)</b>		
Preparation/document review		
Travel		
On-site visit		
Post-assessment review of nonconformity responses		
Subtotal (# hrs. X \$82.40/hr.)		
<b>2. Travel Expenses</b>		
Airfare		
Car Rental		
Taxi/Limo		
Parking/Tolls		
Mileage (# miles X \$0.555/mi.) *		
Subtotal		
<b>3. Per Diem Expenses *</b>		
Lodging		
Meals and Incidentals		
Subtotal		
<b>4. Miscellaneous Expenses</b>		
Phone, Internet, Postage		
Other:		
Subtotal		
<b>TOTAL AMOUNT OF QUOTE</b>		
* Visit < <a href="http://www.gsa.gov">http://www.gsa.gov</a> > for current lodging, per diem, and POV mileage reimbursement rates.		