

Compare contractor accommodation quotes

Use written quotes for the **same dates, people and room requirements**. This blank worksheet contains no live prices or availability. Keep it with your quotes.

Stay dates: _____ to _____ People: _____

1. Record the whole-stay cost

Count all charged nights or weeks, including minimum stays and time away. If rates vary or part-weeks apply, ask for the written whole-stay total; do not assume a pro-rata rate. Write "not quoted" for missing costs, not zero.

For the same stay	Quote A	Quote B
Provider label / quote reference and date		
Rate and unit: per night, week or whole stay; per person or room?		
Charged nights / weeks; minimum charge		
Accommodation total Rate × charged units, or written whole-stay quote		
Included bills / caps; excluded bills cost		
Other required costs Ask about taxes, fees, parking, cleaning or essentials you need		
Total cost for this stay Accommodation + excluded bills + other required costs; include each cost once		

2. Separate cash due upfront from extra cost

Record when money is due and what is refundable or credited. Do not add advance rent twice. Keep refundable deposits separate from the stay-cost total; record any non-refundable cost once above.

Payment or condition	Quote A	Quote B
Deposit: amount, due date, refund / credit conditions		
Advance rent / other upfront payments: amount and due date; how credited?		
Cancellation, notice, early departure and charges while away		

3. Check whether the offers meet your needs

Room type, kitchen access, parking, kit storage, housemates and the journey to your actual reporting entrance at shift times: _____

A lower total does not establish equivalent accommodation, agreement terms or tenancy rights. Resolve missing amounts and conditions before comparing; this is not a tax-relief calculation or a savings promise.

Read the [contractor accommodation comparison guide](#). Planning a work stay? [Tell us your requirements on the interest list](#). No information is submitted by this printable worksheet.