cobralo.

Cobralo quick guide

Estimates and invoices in English, Spanish, or both



1. Your first estimate

1. Go to cobraloapp.com and tap “Create my free estimate”. No account needed.
2. Pick Estimate or Invoice, and the language: Spanish, English or Bilingual (both side by side).
3. Fill in Your business (Cobralo remembers it for next time) and your Client's details.
4. Add the line items: description, quantity, price and type (labor, materials or other).
5. Tap View to check it and Download PDF to save it.

2. Taxes and deposits

1. Under “Discount, tax and deposit”, enter your area's sales tax rate.
2. Each line has a Taxable box. Materials start checked and labor doesn't; it's your call.
3. “Apply tax to” changes every line at once: Materials only, Everything or Nothing.
4. To ask for a deposit, enter a percentage or a dollar amount. Cobralo works out the balance.

> Sales tax rules vary by state. Check with your accountant.

3. Share and get paid

1. Tap Share and pick WhatsApp or text, or download the PDF and send it any way you like.
2. Add your payment instructions (Zelle, Cash App, Venmo) and they print on the PDF.
3. A free account saves your clients and documents, turns an estimate into an invoice in one tap, and tracks who has paid.

Videos: cobraloapp.com/training · Help: support@cobraloapp.com