

Client Proposal

1. Cover Page

Proposal Title: _____

Date: _____

Prepared for: [Client Name / Company]

Prepared by: [Your Name / Firm Name]

2. Executive Summary

[Brief overview of the proposal and intended outcomes]

3. Client Needs / Objectives

- [Objective 1]
- [Objective 2]
- [Objective 3]

4. Proposed Solution

[Describe your services, strategy, and how you will address client needs]

5. Deliverables & Timeline

Deliverable	Description	Due Date
[Deliverable 1]	[Description]	[Date]
[Deliverable 2]	[Description]	[Date]

6. Investment / Pricing

Service / Item	Fee
[Service/Item 1]	[Amount]
[Service/Item 2]	[Amount]

Total: _____

7. Terms & Conditions

[Key terms, payment schedule, cancellation policy, etc.]

8. Acceptance

Client Signature: _____

Date: _____

Authorized Representative: _____

Date: _____