

# Simple Design Proposal Outline

Agency Name

Date

Client Name

## 1. Executive Summary

Brief overview of the proposal and objectives.

## 2. Project Background

Context and rationale for the project.

## 3. Goals & Objectives

- Goal 1
- Goal 2
- Goal 3

## 4. Scope of Work

- Service 1
- Service 2
- Service 3

## 5. Process & Timeline

- Phase 1: Description & Timeline
- Phase 2: Description & Timeline
- Phase 3: Description & Timeline

## 6. Deliverables

- Deliverable 1
- Deliverable 2
- Deliverable 3

## 7. Budget & Pricing

Summary of project costs.

## 8. Terms & Conditions

Overview of payment terms, copyright, and other conditions.

## 9. Acceptance

Space for client signature and date.

