

[BUSINESS NAME]

BUSINESS PROPOSAL

Date: _____, 20_____

Address: _____

City, state and zip code: _____

Phone number: _____

Email address: _____

PROJECT OVERVIEW

Prepared by: _____ [Proposing company], located at _____ . [Address]

Prepared for: _____ [Proposal receiver], located at _____ . [Address]

Here's how the _____ [Product/service] offered by _____ [Proposing company] will support your business growth and goals.

Service/Products details:

We recognize the following challenges:

Here is how we can address these challenges:

EXECUTIVE SUMMARY

_____ [Proposing company] is the superior supplier of the product/service and well-positioned for success and growth.

[experience in the field, knowledge of target market, talent within the team, data, etc.]

_____ [Proposing company] is seeking funding from _____ [Proposal receiver] for _____ [Reason]. The funding request, market analysis, and return of investment analysis of the project are included in this Proposal.
_____ [Proposing company] is seeking a mutually beneficial relationship to support business growth with guidance and funding from _____ [Proposal receiver]

SCOPE OF WORK

The project will be completed at follows:

- _____ [Deliverable] _____ [Timeline]
- _____ [Deliverable] _____ [Timeline]
- _____ [Deliverable] _____ [Timeline]
- _____ [Deliverable] _____ [Timeline]
- _____ [Deliverable] _____ [Timeline]

GOALS AND OBJECTIVES

The main target markets for the business include:

- _____
- _____
- _____

The products and services will be marketed as follows:

FINANCIAL PROPOSAL

Below is a detailed outline of the proposed pricing, payment schedule, and payment terms offered by [Proposing Company]:

The company expects to achieve a yearly gross revenue of \$ _____ and yearly net profit is expected to be \$ _____.

Fixed costs are limited to our office space and equipment lease at \$ _____ per month. Regular monthly expenses are estimated at \$ _____ for paying the employee salaries and meeting the administrative costs.

(Check if applicable) Out of the net profit _____% will be used to pay back _____ [Proposal receiver] loans.

_____ [Detailed Financial Proposal]

TERMS AND CONDITIONS

This Business Proposal outlines the terms and conditions of the agreement between _____ [Proposing Company] and _____ [Proposal Receiver]. Both parties agree to be bound by the terms laid out in the Business Proposal and act accordingly.

(Check if applicable) In consideration of the mutual agreements made by the parties in relation to this proposal, _____ [proposing company] and _____ [proposal receiver] agree to the following:

[Proposing Company]

Signature _____

Date _____

[Proposal Receiver]

Signature _____

Date _____