

SERVICE PROPOSAL

PREPARED BY

PREPARED FOR

Date_____

Address_____

Dear_____,

My name is _____and I am delighted to submit our
_____ services proposal for you.

Our mission is to ensure your highest possible satisfaction for when it comes to _____
services!

Our Company has _____years history of providing _____ services
where we have established not only a brand name but a reputation in the market. We have
been providing finest _____ services since _____ for the
last _____ years. With us, you ensure a confident service!

Please do not hesitate to contact us should you have any inquiries on about services or the
quote and terms of payment.

Contacts us on

We look forward in serving you!

Sincerely yours,

Team

Services

Service	Description

Supply List

We gladly inform you that the following list of products/equipment will be used in the process of our service provision.

Product/Equipment	Purpose

Payment Terms

Amount in Percent	Description
%	Down payment
%	Payment upon Completion of the services

Thank you and Sincerely yours,

CLIENT

COMPANY

DATE

DATE
