Your business name

PROPOSAL

Address

Phone / email

License #

No.

Date

Proposal valid until

PREPARED FOR

PROJECT / JOB SITE

EXECUTIVE SUMMARY

THE PROBLEM

OUR SOLUTION

DESCRIPTION	QTY	UNIT	UNIT PRICE	AMOUNT
Weekly lunch - 25 people		visit		
Delivery and setup		visit		
Quarterly menu tasting		visit		

Payment terms

Notes

Subtotal

Sales tax (taxable lines only)

TOTAL (USD)

By signing below, the customer accepts this proposal, including the prices and terms above.

Signature

Printed name and title

Date