Your business name

PROJECT PROPOSAL

Address

Phone / email

License #

No.

Date

Proposal valid until

PREPARED FOR

PROJECT / JOB SITE

BACKGROUND

OBJECTIVES

SCOPE

DESCRIPTION	QTY	UNIT	UNIT PRICE	AMOUNT
Check-in software subscription (pilot)		mo		
Tablets with stands		ea		
Staff training		hr		
Project management (internal time)		hr		

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