

[Insert Logo]

Proposal

[Date]

[Client Information]

Client:

Company:

Project:

Description of Initial Work

Includes [Insert]

[Insert Description]

[Insert Hours]

[Insert Description]

[Insert Hours]

[Insert Description]

[Insert Hours]

[Insert Description]

[Insert Hours]

Description of Monthly Work

Includes [Insert]

[Insert Description]

[Insert Hours]

[Insert Description]

[Insert Hours]

[Insert Description]

[Insert Hours]

[Insert Description]

[Insert Hours]

Terms

Deposit: Client is required to make a non-refundable deposit of 50% of the estimated cost before work begins.

Confidentially: All work done for the client and discussions relating thereto will be kept confidential.

Billing & Payment: Invoices will be sent to the client. Payment of invoices is due within 30 days unless otherwise noted. Payment can be made via check, paypal, or credit card. There is a 5% interest charge per month on all over due balances.

Personal Rights: Guttulus retains personal rights to use the work for purposes of future publications, educational purposes, and the marketing of Guttulus' business.

The current estimate will expire in 30 days.