

Proposal Letter

Dear _____ :

Thank you for the opportunity to discuss the business project plans with our team. After discussing the business plans and projects regarding _____, our highly experienced and skilled team worked on a business proposal to offer in order to give the best service in the business with reasonable fares.

As _____, a rising leader in the business since _____, I am confident that we can provide the quality for your _____ needs. We aim to provide clients the best results and we hope that with this initiative, you can consider giving us an opportunity to provide you our services. Our team is competent to provide a high class service for your needs in a disciplined and innovative manner.

During the evaluations and discussions we have conducted regarding your business needs, we have determined several risks to be eliminated and needs to be fulfilled we wish to discuss further with you such as;

We would like to schedule a presentation with you so for us to be able to present to you our business with better detail. Please do contact me via email at _____, or via phone at _____ in order for us to explain and present the services we wish to provide.

Looking forward to hear from you soon.

Sincerely,

For ACME GLOBAL Company

Name:

Date: