

FREELANCE JOB PROPOSAL TEMPLATE



PREPARED BY:

PREPARED FOR:

MEETING YOUR NEEDS

PROJECT
OVERVIEW

WHY PROJECT
IS NECESSARY

WHO WE ARE

WHY WE'RE THE
BEST FIT

ACHIEVING YOUR GOALS

DELIVERABLE 1

DELIVERABLE 2

DELIVERABLE 3

DELIVERABLE 4

MEASUREMENTS OF SUCCESS

QUANTIFIABLE
RESULT 1

QUANTIFIABLE
RESULT 2

QUANTIFIABLE
RESULT 3

QUANTIFIABLE
RESULT 4

TIMELINE

PHASE 1

EXPECTED START DATE

EXPECTED DATE OF COMPLETION

PHASE 2

EXPECTED START DATE

EXPECTED DATE OF COMPLETION

PHASE 3

EXPECTED START DATE

EXPECTED DATE OF COMPLETION

TERMS & CONDITIONS

**AUTHORIZED
PREPARER SIGNATURE**

**PROPOSAL MAY BE WITHDRAWN
IF NOT ACCEPTED BY DATE OF**

ACCEPTANCE OF PROPOSAL

Proposed costs, specifications, and conditions detailed above are accepted, and specified work is authorized to begin on the agreed upon date. Payment for services rendered will be made as specified.

**AUTHORIZED
CLIENT SIGNATURE**

DATE OF ACCEPTANCE

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