

# Consulting Proposal

Date: \_\_\_\_\_

Client Name: \_\_\_\_\_

Prepared By: \_\_\_\_\_

## 1. Executive Summary

Briefly summarize the client's needs and how your consulting services will address them.

## 2. Objectives

- Objective 1
- Objective 2
- Objective 3

## 3. Proposed Approach

1. Description of Phase 1
2. Description of Phase 2
3. Description of Phase 3

## 4. Deliverables

- Deliverable 1
- Deliverable 2
- Deliverable 3

## 5. Timeline

Milestone	Description	Estimated Date
Kickoff	Project initiation and planning	_____
Midpoint Review	Progress evaluation	_____
Final Delivery	Submission of final deliverables	_____

## 6. Investment & Fees

Service	Fee
Consulting Service 1	\$_____
Consulting Service 2	\$_____

Total	\$ _____
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Terms of payment: \_\_\_\_\_

## 7. Terms & Conditions

- Confidentiality
- Intellectual Property
- Termination Policy
- Other relevant terms

## 8. Acceptance

By signing below, both parties agree to the terms of this proposal.

**Client Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Consultant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_