

Sample Business Proposals



Private Eye Investigation Services Sample Proposal

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October 21, 20XX

Ms. Melissa Alessandro
Senior Partner
Zamoros, Alessandro, and Sabriski, Attorneys at Law
9002 Sunset Avenue
Suite 300
Tulsa, OK 74101

Dear Ms. Alessandro,

I am writing to introduce a new investigation agency in your area: Sharp Eye Investigation Services.

Your law firm is well known in town for its excellence in handling both criminal and civil cases. Sharp Eye Investigation Services has a staff of licensed, experienced investigators who can provide cost-effective support services for you in a multitude of areas.

Please see the attached pages for a list of our services and a description of the backgrounds of our investigators. We look forward to working with you in the near future.

Sincerely,

Anne Avery
Agency Principal
Sharp Eye Investigation Services
555-500-1243
annea@SharpEyeIS.com
www.SharpEyeIS.com

Sharp Eye Investigation Services
193 NE 33th Ave.
Tulsa, OK 74101

(PH) 555-500-1243
(FX) 555-500-1244
www.SharpEyeIS.com

October 21, 20XX

Presentation

Sharp Eye Investigation Services

Prepared for: Melissa Alessandro
Senior Partner

Prepared by: Anne Avery
Agency Principal

Description

I am writing to introduce a new investigation agency in your area: Sharp Eye Investigation Services.

At Sharp Eye Investigation Services, we have investigators with experience and education in many different areas. Whatever your needs may be, we have an investigator who can handle them.

Sharp Eye Investigation Services has a staff of licensed, experienced investigators who can provide cost-effective support services for you in a multitude of areas.





Services Provided

Sharp Eye Investigation Services offers the following services:

Fraud Investigation

When someone has cooked the books or is trying to pull a fast one, we can expose him. Our investigation team includes a Certified Fraud Examiner (CFE).

Background Reports

Cheap background reports off the internet often omit important data and include erroneous and out-of-date information. We have the experience and the personnel to do thorough, accurate reports.

Locates

Can't find the witness you need? Has a debtor skipped town? We can help you track down the person of interest for your case.

Pre-trial Interviews

Whether it's interviewing the witness of a car accident, the CEO of a major corporation, or a convicted felon in prison, we are experts at getting the information you need.

Surveillance

Does your case involve suspected theft or insurance fraud? The right visual can make the difference in court. Our investigators are experienced at all types of surveillance, and carry state-of-the-art digital and video cameras.



S A M P L E

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