

Sample Business Proposals



Senior Home Care Sample Proposal

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Cover Letter, Title Page, Cost Summary, Facilities



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Cherry Manor Adult Home
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Presentation



Cherry Manor Adult Home Services

Prepared for: The Larsen Family
Prepared by: Claudia and Kent Jones
Owners

Description



Thank you for calling and asking about our adult family home care services. We are a ten-room home situated on the outskirts of Savannah. Our home is surrounded by ten acres of farm, trees, and garden. It is peaceful and relaxing and provides for many activities for our residents. Despite the sense of rural living, we are still within ten miles of the nearest hospital and our residents can still enjoy going into the city.

We will have a room available at the beginning of September, and a deposit can hold your place. Please feel free to give us a call at your earliest convenience.



Cherry Manor Adult Home Care will be working with you and your family to determine the best possible solution for you. We have included information about our staff, services, amenities, and activities so that you can see we offer to meet more than just basic needs.

- **Staff**

Claudia Jones, RN: Claudia is co-owner of the home and our lively RN. She makes sure all of our residents are given their medications on schedule and monitors their health conditions. She is an active presence in the home every day and helps Kent in the kitchen and with the many activities.

Kent Jones: Kent is co-owner and activity director. He is the resident cook, and he arranges the home's activities and outings.

Lena Roberts: Lena is our live-in help. She is a certified nursing assistant and she has an associate's degree in recreational therapy. She works with each of our residents every day to make sure they are happy and active.

- **Services**

We offer home-cooked meals three times per day. We are a complete care home, and take care of cooking, laundry, and cleaning needs. We also offer pharmaceutical management and monitoring to ensure our residents take their medicines on time daily. We also monitor health concerns, take vitals, and maintain charts for our residents.

- **Amenities**

Our resident rooms have comfortable twin or full-size beds with optional guard rails. Each room has its own bathroom and private sitting area, and rooms are large enough that residents can bring personal belongings to decorate their rooms and make them feel more like home. In our common room, residents have access to coffee makers, snacks, a microwave, and many games and books, as well as a large screen TV.

- **Activities**

Residents are encouraged to make use of our gardens. They can plant their own vegetable or flower gardens in raised beds that allow for less bending. We have quite a few miniature farm animals that residents can "adopt." We find that animal care and gardening are two activities that bring great joy to our residents and help keep them healthy. We have game nights, bingo with prizes, and nights on the town, where we take a limousine into town to eat out, watch a movie, see a play, or go to museums and art shows. We provide ample opportunities for our residents to get the most out of their time with us.

We are certain that we can make your stay with us as enjoyable as possible, all while taking good care of you and making sure you remain in the best health that you can. We would welcome you to be part of our family.





S A M P L E

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