

The logo consists of three overlapping blue squares of varying shades, with the top square containing a white grid pattern.

# PROPOSAL KIT

Example of our [Proposal Pack](#)  
product branded for a client

You can have your [Proposal Pack](#) branded to  
match your company logo, font and colors

This is an example of how Proposal Pack can be customized to match your company logo, colors and fonts. Some of these customizations can be done automatically with our Proposal Pack Wizard software.

We further customized our Proposal Pack templates by making a custom version of one of our backgrounds and creating a set of custom page header graphics for **Savoy Bookkeeping and Tax Services**.



Screenshot of Savoy's web site: <http://www.savoybookkeepingandtax.com>

The following pages show how Savoy's business proposal templates look like after having been customized with their company logo.

### The stock Proposal Pack templates were customized as follows:

- Savoy's company logo was inserted into the Title Page
- One of our stock Title Page graphics was changed to Savoy's blue and grey company colors
- A new background watermark graphic was created for all of the proposal document sub pages
- A custom bullet point graphic was created from Savoy's logo
- The page border color was changed to match Savoy's blue color
- Text colors and font types were changed to match Savoy's colors and font
- A custom footer graphic was created from Savoy's logo and inserted into all page footers
- A complete set of over 1000 page header graphics were created and inserted into the templates

This was all done in a day as part of our **\$299 "Custom Proposal Graphics Pack Level 1"** service.



Savoy  
3233 W Peoria Ave  
Suite 201  
Phoenix, AZ  
85029

(PH) 602-841-7840  
(FX) 602-841-7848  
SavoyBookkeepingAndTax.com

<<CurrentDate>>

<<ProposalTitle>>

Prepared for: <<CustFirst>> <<CustLastName>>  
<<CustTitle>>

Prepared by: Michelle Savoy  
President

## DESCRIPTION

<<Insert description here>>

<< Use of this custom Title Page requires special processing and setting up of sections within your document to prevent the background graphic from being copied into the rest of your proposal pages. Watermark background graphics are not supported by every word processor. Read the manual chapter "How do I add a Title Page Background Graphic?" >>

<< See our web site for [additional packages of custom Title Page designs](#). Check back often as new designs are added periodically to our web site. >>

Bookkeeping

Payroll

Tax Services

# COST SUMMARY

<< Cost Category >>	Price
<< Insert cost types here >>	<< Insert Cost >>
<< Insert cost types here >>	<< Insert Cost >>
<< Insert cost types here >>	<< Insert Cost >>
<b>Total Costs:</b>	<< Insert total >>
<b>Ongoing Yearly Costs</b>	
<< Insert cost types here >>	<< Insert Cost >>
<< Insert cost types here >>	<< Insert Cost >>
<b>Total Ongoing Yearly Costs:</b>	<< Insert total >>
<b>Ongoing Monthly Costs</b>	
<< Insert cost types here >>	<< Insert Cost >>
<< Insert cost types here >>	<< Insert Cost >>
<b>Total Ongoing Monthly Costs:</b>	<< Insert total >>
<b>Miscellaneous Costs:</b>	
<< Insert cost types here >>	<< Insert Cost >>
<< Insert cost types here >>	<< Insert Cost >>
<< Insert cost types here >>	<< Insert Cost >>
<< Insert cost types here >>	<< Insert Cost >>
<b>Total Miscellaneous Costs:</b>	<< Insert total >>
<b>Total Amount</b>	<< Insert total >>
<b>Total Monthly Amount</b>	<< Insert total >>
<b>Total Yearly Amount</b>	<< Insert total >>

**Standard Disclaimer:** The numbers represented above are to be used as an estimate for the projects discussed. The above Cost Summary does in no way constitute a warranty of final price. Estimates are subject to change if project specifications are changed or costs for outsourced services change before being locked in by a binding contract.

# COMPANY HISTORY

**About us** - <<Insert information about your company history here>>.

<<Insert your mission statement here>>.

<<Insert your unique selling proposition (USP) here>>.

<<Insert significant industry developments by your company here>>.

<<Insert information about your production capabilities, equipment used and production capacity here>>.

Savoy was founded in <<Insert date here>> and employs <<Insert employee count here>> people.

Savoy is headquartered in <<Insert headquarter location here>> and has offices in <<Insert additional locations here>>.

**Products** - <<Insert information about your products here>>.

**Services** - <<Insert information about your services here>>.

**How to Contact Savoy** - If you need to contact us for any reason you can reach us at:

Savoy  
3233 W Peoria Ave  
Suite 201  
Phoenix, AZ 85029  
USA

Phone: 602-841-7840  
Fax: 602-841-7848  
E-Mail: [info@savoybookkeepingandtax.com](mailto:info@savoybookkeepingandtax.com)  
URL: SavoyBookkeepingAndTax.com

Client contact: <<Insert team member name here>>  
<<Insert team member title here>>  
Phone: <<Insert team member phone here>>  
Fax: <<Insert team member fax here>>  
E-mail: <<Insert team member e-mail address here>>

# SERVICES PROVIDED

<< Use this page to list the services you propose to provide to your client. This page is a summary page that can be used as checklist in comparison to competitors, so make sure the list is complete and accurate. Provide only a brief name and description here and refer to other pages in your proposal as needed. Examples provided below are for an internet hosting company. >>

▼ << **Insert Service #1 (e.g., “24/7 Customer Support Service”) >>**

<<Insert brief description (e.g., “Our technical experts are always available to assist customers via our toll-free number. See the Customer Service page for details about our representatives’ training and the many types of support we offer.”)>>.

▼ << **Insert Service #2 (e.g., “Templates for Easy Website Creation”) >>**

<<Insert brief description (e.g., “All our hosting packages include a line of pre-designed website templates that customers can use for fast, easy website creation. We are constantly adding to this template collection: to view our current offerings, visit our website.”)>>.

▼ << **Insert Service #3 >>**

<<Insert brief description>>.

▼ << **Insert Service #4 >>**

<<Insert brief description>>.

▼ << **Insert Service #5 >>**

<<Insert brief description>>.

▼ << **Insert Service #6 >>**

<<Insert brief description>>.

## Notes

<< Insert any special notes, instructions or other information needed. >>

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# PROPOSAL KIT

The most comprehensive proposal system with  
Hundreds of pre-designed logos

Brand them yourself

- Or -

Let us brand them for you