



PROPOSAL KIT SAMPLE

Aerospace / Aviation Services Sample Proposal

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Connor O'Bryan
President
Toketai Air Charters and Flight School
453 Airway Drive
Anchorage, AK 99502

Mr. O'Bryan,

Congratulations on opening your new charter service and flight school. Welcome to the Anchorage area!

We know that your business owns or leases eight aircraft of varying sizes and types. Did you know that you can have them all maintained, repaired, or modified right here in Anchorage? Gull Aviation Services wants to become your aircraft service company, just as we have for so many other local aviation companies.

Please find enclosed a proposal introducing you to all our services and capabilities. Feel free to call us at any time with questions, and we also invite you to schedule a visit to tour our facilities in person.

We hope that you will soon join your business colleagues in establishing a corporate account with us and setting up a schedule to do regular maintenance for your company's fleet of aircraft.

Sincerely,

Alexander Gull
Customer Development
Gull Aviation Services
555-555-5555
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PROPOSAL

Aircraft Services for Toketai Air Charters and Flight School

Prepared for: Connor O'Bryan
President

Prepared by: Alexander Gull
Customer Development





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SERVICES PROVIDED

Gull Aviation Services is proud to provide a wide range of services to our clients.

▶ **Aircraft Maintenance**

Our certified technicians can test, repair, and perform routine maintenance on a wide variety of aircraft, from small personal two-seater planes to helicopters. See the Maintenance and Repairs pages in this proposal for more details.

▶ **Aircraft Parts Sales**

Gull Aviation Services maintains an inventory of thousands of FAA- and EASA-approved aircraft parts and modification kits for a variety of aircraft. We ship all over the world. Please call for specific items and shipping costs.

▶ **Refurbishing and Renovation Services**

We can install state-of-the-art seating, cabinetry, and communications equipment in all aircraft. We also offer exterior body work and painting services. See the Renovation page in this proposal for more details.

▶ **Mobile Services**

We can arrange for a qualified pilot to fly your aircraft from an airport to our facility and return it when our services are complete. If a craft is not airworthy, we can arrange for removal of wings and transportation via truck. We also employ certified technicians who travel by special arrangement.

▶ **Aircraft Storage**

Need to store an aircraft in a secure facility for a period of time? Gull Aviation Services can arrange for hangar storage or exterior tie-down storage. See the Facilities and Security pages for more details.

▶ **Aircraft Sales**

When you want to sell your plane or buy a new one, Gull Aviation Services can provide sales agents, contract advice, and advertising services.





FACILITIES

Gull Aviation Services is located on the border of the Anchorage airport. We currently occupy three hangars as well as our office.

▶ **Hangar #1 – Small aircraft maintenance and repair**

This hangar can accommodate up to ten small aircraft in a secure, temperature controlled environment. We use a variety of power equipment to move and install heavy parts as needed.

▶ **Hangar #2 – Jet maintenance and repair**

This hangar can accommodate up to three corporate jets or commercial aircraft in a secure, temperature-controlled environment. Two moveable overhead cranes can be positioned to safely move heavy components, and moveable stairways and scaffolding are used as needed to access various areas of aircraft.

▶ **Hangar #3 – Body work and paint shop**

Half of this hangar is outfitted for stripping and body work. Here we remove exterior fittings, wash, prep, and add design patterns and marks, as well as performing any body work needed prior to painting. The other half is our paint shop, which is outfitted with the latest lighting, positive-pressure ventilation system, and heating and humidity controls that allow us to paint in any weather throughout the year.

▶ **Office building**

Our office building is our control center where we process all paperwork and greet our clients. It contains several meeting rooms and a comfortable customer lounge where you can peruse catalogs or relax with a complimentary cup of coffee and Wi-Fi while we complete a job for you.

Notes

Our contract with the airport gives us the ability to lease more hangar or tie-down space as needed for aircraft storage or expansion of our operations. So rest assured that when you want us to schedule work for you, we can find the space to do the job efficiently.





CUSTOMIZATION

Want your aircraft to represent your business, or reflect your personal style? Then you don't want off-the-shelf components and the standard factory paint job. You want to customize your flying machine.

Of course we can mix and match items from any standard manufacturer's catalogs, but we also offer the following customization options:

▶ **Customized exterior paint jobs**

Do you want flames, dragons, or a slogan painted on your aircraft instead of the traditional lines? We can achieve just about any look you can dream up. See our website to view some of our successes.

▶ **Interior decor**

We can find the perfect fabric for your seats, custom-color wall panels and cabinets, use stylized fasteners, and add extra touches to make your aircraft unique. If you can envision it, we can create it.

▶ **Entertainment systems**

We can build and install a state-of-the-art music and/or video system for you. One of our most common requests these days is to install "home theatre" systems in corporate jets.

Summary

Our customization experts at Gull Aviation Services are used to working with designers. Whether you want us to carry out the vision of your corporate designer or personal decorator, or whether you want to use our design services, we are certain that we can create exactly the look and feel you desire.





MAINTENANCE

Will your aircraft soon come due for a regularly mandated maintenance check to ensure its airworthiness? We can handle your A, B, and C-level maintenance checks, and can also arrange for D (Heavy Maintenance Visit) levels if scheduled three months in advance of the occurrence.

Note that each maintenance check requires some disassembly of the aircraft to inspect the components as required. A check may require several days to complete, and only after completion and testing can our certified technicians sign off on your craft's airworthiness.

In addition to performing required maintenance checks, we are always available to examine engines, check instrument panels, replace tires, spark plugs, or wires, and perform other routine tasks.





RENOVATION

As styles change and improved components and accessories become available, you may decide that you'd like to update the interior or exterior of your aircraft. Swapping heavy older equipment for new lightweight versions can greatly improve fuel efficiency, too. Renovating/refurbishing an older aircraft can extend its life and increase its value.

Gull Aviation Services can do any or all of the following updates for you:

▶ **Ventilation / HVAC systems / Insulation**

Newer systems and fans are much quieter and use less energy to run, and modern insulation is more efficient and weighs less than old-fashioned panels, too.

▶ **Seating**

Installation of new lightweight ergonomic seats is our most requested renovation, because it results in greater comfort for passengers and pilot, as well as in increased fuel savings.

▶ **Galley / Restrooms**

Nothing dates an aircraft like ancient galleys and restrooms. Modern cabinetry keeps everything easily accessible and safely secured, and new sinks and toilets make more efficient use of water and protect the environment.

▶ **Storage and Cabinetry**

The interior of your aircraft can look like an expensive furniture gallery if you so desire, while still conforming to all regulations and recommendations. We offer a wide variety of styles, sizes, and locking options for interior compartments and cabinetry.

▶ **Electronics**

Whether you need to update your instrument panel or your entertainment system, we can help you select and install the latest electronic devices in your aircraft.

▶ **Exterior Updates**

Gull Aviation Services can give your aircraft a new look with a custom paint job and tinted windows.

Summary

We carry catalogs from all the major suppliers of interior and exterior components. Our experts are available to help you select the items that are appropriate for your aircraft and install them to your satisfaction. We can also customize many aspects of any aircraft's interior and exterior; see the Customization page for more information.

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