

RESIDUE SOLUTION (PVT) LTD

09 May 2025

Romello Jurie.
Chairmen,
A Hand of Hope.

Dear Romello,

Proposal for Social Media Management Services

We at **Residue Solution (PVT) Limited** are pleased to submit our proposal to manage the **social media platforms of HOPE Organization**. Our team is confident in delivering consistent and impactful digital presence aligned with your mission and values.

We propose to handle the following activities:

- Content creation and scheduling (posts, stories, event highlights)
- Monthly performance tracking and insights
- Engagement with audience and message responses
- Creative design and visual branding

Service Fee

We propose a monthly service fee of **LKR 25,000** for managing your social media accounts.

Your Contribution

To ensure effective collaboration, we kindly request your support with the following:

1. **Social Media Login Access** – Credentials for Facebook, Instagram, or any platforms you use.
2. **Event Information** – Timely updates about upcoming events, photos, captions, and background details.
3. **Feedback & Suggestions** – We welcome your feedback to align with your expectations and tone.
4. **Communication** – For any concerns, clarifications, or suggestions, feel free to contact us via email or phone.

We are excited about the opportunity to support HOPE Organization's online presence and are committed to promoting your good work in the community.

Please let us know your decision at your earliest convenience. We look forward to working together!

Warm regards,

Joshuwa Prabath,
(Founder & CEO)
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