

PROJECT PROPOSAL

TEALFORD CONSULTING

teal **ford**

→ OVERVIEW

TEALFORD CONSULTING. is pleased to submit this proposal for services to support you in achieving their goals. This proposal outlines the scope, timeline, deliverables, and cost for your upcoming project with us.

WEBSITE SERVICES

Below are the services you've selected for this project's website. Pricing is noted per item.

☐ **Standard Website.** A responsive, custom-designed static website (up to 5 pages), optimized for performance, clarity, and ease of use.

Price: \$ _____

☐ **Premium Website.** Includes advanced design features, animations, blog or form integration, and up to 10 custom pages.

Price: \$ _____

MAINTENANCE SERVICES

Below are the services you've selected for the maintenance plan of this project. Pricing is noted per item.

☐ **Standard Maintenance Plan.** Includes up to 3 updates/month, SEO tweaks, analytics reports, and priority email support.

Price: \$ _____

☐ **Premium Maintenance Plan.** Includes unlimited updates, blog/media uploads, performance optimization, and direct support access.

Price: \$ _____

→ EXPECTED RESULTS

DELIVERABLES

Based on the selections above, this project includes:

- **Fully responsive website (up to [5/10] pages based on selected plan)**
- **GitHub Pages setup and secure live deployment**
- **One round of revisions post-preview**
- **Optional enrollment in a monthly maintenance plan**

PROJECT TIMELINE

The following is an estimated timeline for this project's development.

MILESTONE	ESTIMATED DATE
Project Kickoff Call	
Website Preview Ready	
Final Review & Revisions	
Launch & Delivery	
Maintenance Start	

→ PRICING & PAYMENT

PAYMENT TERMS

Accepted Payments: Credit Card, PayPal, or Zelle

Late Payments: Subject to a 5% late fee after 7 days

PAYMENT STAGE	AMOUNT (\$)	DUE DATE*
Initial Deposit (50%)		
Final Payment (50%)		

**Monthly maintenance plans begin upon final delivery and are billed on a recurring basis.*

→ TERMS OF SERVICE (SUMMARY)

TEALFORD CONSULTING is committed to providing your selected product/services by operating in the following ways:

- Includes one round of revisions after preview. Additional changes may incur separate charges.
- Client provides all copy, logos, and imagery unless otherwise arranged.
- Website ownership and files are transferred upon final payment.
- Maintenance plans are billed monthly, cancellable anytime with 14 days' notice.



APPROVAL & NEXT STEPS

This proposal outlines the vision, scope, and plan for your project with Tealford Consulting. Your approval below signifies a shared commitment to moving forward with confidence and clarity.

On Behalf of Tealford Consulting:

We're excited to collaborate with you and bring your project to life. Our team understands the importance of a strong, modern digital presence, and we are fully committed to delivering a tailored solution that meets your business goals. Once we receive your approval, we'll schedule your kickoff call, set up project timelines, and begin development. From start to finish, we'll keep you informed and involved, ensuring the final product aligns with your expectations and is easy for you to manage. Your success is our top priority, and we look forward to being your long-term digital partner.

Client Name: _____

Client Signature: _____

Date: _____

Representative (Tealford Consulting) Name: _____

Representative Signature: _____

Date: _____