

# Legal Services Proposal

Date: [Insert Date]

[Client's Name]

[Client's Address]

[City, State, Zip Code]

Dear [Client's Name],

We are pleased to present this proposal for legal services tailored specifically for your small business needs. Our firm specializes in providing comprehensive legal solutions that are essential for the growth and protection of your enterprise.

## Proposed Legal Services

- Business Formation and Structuring
- Contract Drafting and Review
- Employment Law Compliance
- Intellectual Property Protection
- Litigation Support

## Investment

We propose a retainer fee of [Insert Amount] per month, which includes [Insert Details of Services Provided under the Retainer]. Additional services will be billed at [Insert Hourly Rate].

## Why Choose Us?

Our legal team has extensive experience working with small businesses, and we are committed to providing personalized and effective legal solutions. We understand the unique challenges that small businesses face and strive to be a trusted partner in your success.

Thank you for considering our services. We would be delighted to discuss this proposal further and address any questions you might have. Please feel free to contact us at [Insert Phone Number] or [Insert Email Address].

Looking forward to the opportunity to work together.

Sincerely,

[Your Name]

[Your Position]

[Your Firm's Name]

[Your Firm's Address]  
[Your Firm's Phone Number]  
[Your Firm's Email Address]