

Architectural Design Contract Proposal

Date: [Insert Date]

To,

[Client's Name]

[Client's Address]

[City, State, Zip Code]

Dear [Client's Name],

We are pleased to submit our proposal for architectural design services for your project, [Project Name]. Our team at [Your Company Name] is excited about the opportunity to collaborate with you to bring your vision to life.

Scope of Services

- Initial Consultation
- Site Analysis
- Conceptual Design
- Design Development
- Construction Documentation
- Project Management

Project Timeline

We anticipate that the design process will take approximately [insert duration] from the start date.

Fees

The total fee for the services outlined above is [insert fee]. Payment terms are as follows: [insert payment terms].

Next Steps

We would love to discuss this proposal further and address any questions you may have. Please let us know a convenient time for a meeting.

Thank you for considering [Your Company Name] for your architectural needs. We look forward to the possibility of working together.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Phone Number]

[Your Email Address]