

Break-Even Analysis for Business Proposal

Date: [Insert Date]

[Your Name]

[Your Position]

[Your Company]

[Company Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Recipient's Position]

[Recipient's Company]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

We are pleased to present our break-even analysis as part of our business proposal for [Project/Product Name]. This analysis outlines the point at which our total revenues will equal total costs, ensuring a clear understanding of the financial feasibility of the project.

Break-Even Analysis Summary

- **Fixed Costs:** \$[Amount]
- **Variable Costs per Unit:** \$[Amount]
- **Selling Price per Unit:** \$[Amount]
- **Break-Even Point (Units):** [Calculated Units]

The break-even analysis indicates that we will need to sell [Calculated Units] units of [Product/Service] to cover our fixed and variable costs.

We believe this project presents a lucrative opportunity and look forward to discussing this analysis further.

Thank you for your consideration.

Sincerely,

[Your Name]

[Your Position]

[Your Company]