

# BUDGET PROPOSAL

Prepared For: \_\_\_\_\_

Prepared By: \_\_\_\_\_

## Project Information:

Project Name: \_\_\_\_\_

Project Description: \_\_\_\_\_

## Budget Summary:

Category	Description	Estimated Cost (USD)
Personnel	Labor and staff costs	
Materials	Raw materials, supplies	
Equipment	Tools and machines	
Travel	Transportation and lodging	
Miscellaneous	Other expenses	

**Total Estimated Budget:**

## Payment Terms and Conditions:

Payment shall be made according to the agreed schedule between parties. Unless otherwise specified in writing, payments are due within thirty (30) days of receipt of invoice. Late payments will incur interest at the rate permitted by applicable U.S. law. All payments shall be made in USD unless otherwise agreed. Any disputes regarding payment shall be communicated promptly and resolved in good faith.

## Scope of Work:

The scope of work includes all tasks and deliverables specified in the Project Description. Any changes or additions to the scope must be documented and approved in writing by both parties. The proposer will provide all labor, materials, equipment, and services necessary to complete the work in compliance with applicable codes, laws, and standards.

## Terms and Conditions:

1. This Proposal constitutes an offer to perform the work described and is subject to acceptance by the client. 2. The proposer is not liable for delays caused by circumstances beyond control including but not limited to acts of God, governmental actions, or unforeseen site conditions. 3. All work will comply with federal, state, and local laws and regulations. 4. Client shall provide access, permits, and necessary information to perform the work. 5. The proposer disclaims all warranties except those explicitly stated herein. 6. Any modifications or amendments must be in writing and signed by both parties. 7. In the event of dispute, parties agree to mediation prior to litigation.

## Confidentiality:

Both parties agree to keep all information relating to this Proposal confidential, except as required by law or agreed in writing. This obligation shall survive the termination or completion of any resulting agreement.

**Governing Law and Jurisdiction:**

This Proposal and any resulting agreement shall be governed by and construed in accordance with the laws of the United States and the applicable state law where the proposer's principal place of business is located, without regard to conflict of law principles. The parties consent to the exclusive jurisdiction and venue of the appropriate state and federal courts.

**CLIENT AUTHORIZATION**

**PROPOSER AUTHORIZATION**

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

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