

AGENCY PROPOSAL

Brightline Studio LLC

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Sample proposal · dates in MM/DD/YYYY

Proposal No.: PR-2026-009

Date: 10/12/2026

Valid until: 11/11/2026

PREPARED BY

Brightline Studio LLC

Maya Torres, Managing Director
hello@brightline.example
Austin, TX, USA

PREPARED FOR

GreenLeaf Organics Inc.

Daniel Price, Head of Marketing
77 Cedar Lane, Portland, OR 97205
daniel@greenleaf.example

Executive Summary

GreenLeaf Organics wants more online orders from its new product range. We recommend a monthly content and paid social program that turns the redesigned website into a steady source of sales, with clear monthly reporting.

Case Study

For a regional organic grocer, we built a weekly recipe content calendar and retargeting ads that turned website visitors into repeat online orders. [Add your real result and a screenshot here.]

Strategy

- Content: recipes, product stories and seasonal guides
- Paid social: prospecting and retargeting on Instagram and Facebook
- Reporting: orders, cost per order and content reach each month

Retainer Packages

Monthly fees, billed in advance. Minimum term 3 months. Ad spend is paid by GreenLeaf directly.

Option	What is included	Price	Selected
Starter	8 posts, 2 reels, monthly report	USD 1,800 / mo	☐
Growth	12 posts, 4 reels, ads management, report	USD 3,200 / mo	☒
Scale	20 posts, 8 reels, ads, email campaigns, report	USD 5,500 / mo	☐

Your Team

Maya Torres (account lead), a content strategist, a designer and a paid social specialist. Review call every month.

Terms

- Valid until 11/11/2026.
- Month to month after the 3-month minimum, with 30 days' notice.
- A service contract with full terms follows acceptance.

Acceptance

Tick a package and sign below. We will send the contract and first invoice within one business day and start on 11/02/2026.

ACCEPTED FOR GREENLEAF ORGANICS

Name: _____

Title: _____

FOR BRIGHTLINE STUDIO

Name: _____

Title: _____

Signature: _____

Date: _____

Signature: _____

Date: _____