ILLUSTRATIVE SAMPLE - FICTIONAL PROJECT / NOT CLIENT WORK

A clear scope for a better start.

Example client: Northline Coffee (fictional) | Example provider: Studio North (fictional)

01 / PROJECT OVERVIEW

Create a five-page website that helps visitors find the menu, understand the coffee shop and send a contact request. This example shows how approved notes can be structured; it is not a live quote.

02 / INCLUDED DELIVERABLES

- Five responsive page layouts: Home, About, Menu, Gallery and Contact.
- A menu supplied by the client, plus a gallery of up to 12 client-provided images.
- A contact form, with test sending and receipt checked before launch.
- One consolidated revision round on the agreed page layouts.

03 / OUT OF SCOPE

Copywriting, photography, hosting, domain fees, payment processing and ongoing maintenance. Additional requests require separate written approval.

04 / CLIENT INPUTS

Final copy, menu, brand assets, licensed images and one person responsible for consolidated feedback. The scope should be checked against the actual client brief before use.

ILLUSTRATIVE SAMPLE - FICTIONAL PROJECT / NOT CLIENT WORK

Make the agreement visible.

05 / ILLUSTRATIVE PROJECT TERMS

PROJECT FEE

$2,400 USD - fictional example only

TIMELINE

Four weeks after receipt of agreed materials

PAYMENT TERMS

50% before work begins; 50% at handover

06 / REVIEW AND CHANGE CONTROL

This example preserves an agreed fee, timeline and payment structure. In a real Proposal Rescue project, the client supplies and approves those terms. Works4Prompt does not set the underlying commercial agreement.

07 / NEXT STEPS

- Confirm the scope, exclusions and commercial terms in writing.
- Provide the approved source material and brand colors.
- Review the formatted document and send one consolidated revision list.

08 / ABOUT THIS SAMPLE

This two-page fictional example demonstrates structure and presentation. It is not legal advice, a signed agreement or proof of a past customer result. Delivery timing for the service is confirmed before payment.