



Robert Ross LaPorte III
Interface Designer
roblaporte.iii@gmail.com
(847)208-5449

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Dr. Martin Belmont, DDS
Chicago, IL 60614

Dear Dr. Belmont,

Our meeting with you was very helpful in establishing a focus for your website. It will be designed to attract a younger crowd, while still keeping in mind the needs of your existing clientele. Simple sophistication is the concept behind your website, and we plan to deliver nothing less than that.

Proposal

Included along with this letter is an outline of the proposed project along with the costs. The website will be completed in various stages and your final product will be ready to launch by the end of November.

Assumptions

All visuals, including photos, logos, and graphics will be subject to your approval prior to the start of the project. Also, site architecture and content will be subject to approval before we begin. This being said, any changes you wish to make once the project has begun *will incur additional charges*.

Our firm will update content on the website free of charge, as long as the content is created by your firm or a third party. Any additional content that you wish us to create *will require additional cost*.

Development Team

Currently there is one designer responsible for your website. His name is Robert LaPorte, and he will handle the construction of your website from the ground up. Any questions you have regarding the site please forward to him.

Estimated Hours

The cost for this project will be \$50/hr. Attached you will find our project schedule, which includes the costs for each step of the process. At least 25% of the total cost will be due before the project begins, and the residual cost will be collected before the final product is launched.