

## QUOTATION FORM

New Jersey Health Club, Ltd.  
796 Grand Avenue, West Wing  
Perth Ambo, New Jersey 08837

Attention: Mrs. Jessica Riley

*October 30, 2010*

Re: <http://www.NewJerseyHealthClubLtd.com>

*Thank you for considering my services.*

### **PROJECT DETAILS**

I will generate marketing copy for nine (9) pages (including “main” and “internal” pages) of the above-referenced website as I informed Ms. Riley via email.

My services include:

- Reviewing in detail all background materials
- Reviewing in detail any competitor materials available
- Offering suggestions, ideas, concepts approaches
- Any research, meetings and interviews required
- All copywriting work
- Any revisions you request
- Coordinating my activities with you, one of your representatives or a representative of New Jersey Health Club, Ltd.

### **PROJECT SCHEDULE**

- I will deliver a Company Questionnaire Worksheet within ten (10) days of the signing of this Quotation Agreement.
- Within **sixty (60) days** of my receipt of the completed Questionnaire Worksheet, I will deliver to you, one of your representatives or a representative of New Jersey Health Club, Ltd., the first draft of all nine website pages.
- You, one of your representatives or a representative of New Jersey Health Club, Ltd. will provide feedback to me within fifteen (15) days of your receipt of the first draft of all nine website pages.
- I will provide you with a complete, polished draft of all nine website pages within ten (10) days.

## **FEE**

\$3,225.00. This fee includes meetings, minor expenses, research, interviewing, brainstorming, writing, rewriting, revising, editing and all other work described under "Project Details."

## **CAVEATS**

The quoted fee is for copy only; it does not cover design and production. Any revisions you may request will be completed at no charge, provided they are assigned within the aforementioned time. I will meticulously check for errors; however, I strongly advise you to have all copy independently proofread before production. I will also endeavor to write copy that complies with the law, but I am not a lawyer. It is your responsibility to submit all copy for legal review should you deem this necessary.

Best regards,

Stacey Mathis

**P.S.** I look forward to working with you. If this project is a "Go," simply let me know by fax or e-mail that you agree to these terms.

**Agreed, Please proceed with this project as quoted.**

\_\_\_\_\_  
**Signature**

**Print Name:**

**Date:** \_\_\_\_\_