## horizontal line**Hotel Laundry Proposal**

### **1. Cover Page**

* Hotel Name and Logo
* Proposal Title: "Laundry Services Proposal for [Client/Organization Name]"
* Submission Date
* Prepared by: [Hotel Representative’s Name, Title]
* Contact Information: [Phone, Email, Address]

### **2. Executive Summary**

* **Objective:** Provide efficient and high-quality laundry services.
* **Key Features:** 24-hour service, eco-friendly processes, competitive pricing.
* **Proposal Overview:** Highlight the benefits and reliability of the service.

### **3. Client Requirements**

* Volume of laundry (e.g., daily, weekly, monthly).
* Type of laundry (e.g., linens, uniforms, guest clothing).
* Pickup and delivery schedules.

### **4. Laundry Services Details**

* **Services Offered:**
  + Washing, ironing, folding, dry cleaning.
* **Processes:**
  + Use of eco-friendly detergents, automated machines.
* **Special Services:**
  + Stain removal, delicate fabric care.
* **Turnaround Time:**
  + Standard and expedited options.

### **5. Financial Details**

* **Pricing Structure:**
  + Per item or per kilogram.
  + Packages for bulk orders.
* **Payment Terms:**
  + Monthly billing, advance deposits.

### **6. Terms and Conditions**

* Liability for lost/damaged items.
* Delivery delays and compensation.
* Service alteration or cancellation policies.

### **7. Conclusion**

* Summary of services and assurance of quality.
* Call to action to finalize agreement.