

CampMaker

Business Proposal for Sample Camp Ministries

Littlefield Consulting agrees to:

Work with Sample Camp to determine the specific requirements to customize your camp solution.

Provide Sample Camp with a detailed list of required information necessary to set up the customization of the system upon receipt of signed contract.

Provide training, including detailed instruction on the use of the camp solution to a designated individual at Sample Camp. Online help files are included for FileMaker (initial software) and CampMaker (customized system).

Provide **4 hours of free technical support** after installation. This is usually performed via phone, and e-mail. Additional hours will be billed at the hourly rate.

Sample Camp agrees to:

Make available time to collaborate with a Dennis Littlefield in person, by phone, by fax, or e-mail.

Make all pertinent Sample Camp materials (i.e. sample registration forms, invoices, reports, contracts, etc.) available to Littlefield Consulting to complete the task.

Purchase FileMaker Pro software for each workstation.

Project Schedule

This project could be scheduled to begin ???. This is confirmed upon receipt of initial CampMaker System Fee and this signed agreement. Most projects take approximately a month of planning and correspondence and three days of on-site installation and training. A suggested schedule: travel on Wednesday, on-site Thursday through Saturday, travel back on Sunday. A typical project takes at least 20 hours of data transfer, custom programming, and training. This completion time may vary depending upon the complexity and requirements agreed upon.

Pricing

Initial CampMaker System Fee is due upon receipt of this signed agreement.	\$800
Data conversion, custom programming, training, and/or technical support (20? hours x \$60)	\$1,200
FileMaker Pro software (Annual Volume Non-Profit Discount - 10 client licenses plus server)	\$746
Travel Reimbursement (.50 auto mileage rate or actual costs depending on transportation)	\$450
Travel Hourly Rate (\$10 per hour x hours round trip)	\$150
Estimated Total	\$3,346

Agreement

Camp Representative

Signature _____

Date _____

Littlefield Consulting

Signature _____

Date _____

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