

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Recipient's Name]
[Recipient's Position]
[Company Name]
[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

Subject: Proposal for UI Design Project

I am writing to propose a UI design project that aims to enhance user experience and improve the overall functionality of [specific application or website].

****Project Overview****

The objective of this project is to create a user-friendly interface that meets the needs of our target audience while aligning with your brand guidelines. The project will include user research, wireframing, prototyping, and high-fidelity design deliverables.

****Scope of Work****

1. User Research and Analysis
2. Wireframe Development
3. Prototyping
4. High-Fidelity UI Design
5. Usability Testing

****Timeline****

The project is expected to take [estimated time frame], starting from [start date] to [end date].

****Budget****

The estimated budget for this UI design project is [total amount], which includes all phases from research to final design delivery.

I believe this project will significantly contribute to [Company Name] by enhancing usability and increasing engagement. I would love the opportunity to discuss this proposal further.

Thank you for considering my proposal. I look forward to the possibility of working together.

Sincerely,

[Your Name]
[Your Position]