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Company Name

Business Plan

**CLIENT NAME, POSITION
DATE PLAN IS CREATED**

Executive Summary

Product

Company Name provides consultation services to small- and medium-sized companies. Our services include office management and business process reengineering to improve efficiency and reduce administrative costs.

Customers

The target audience for Company Name is business owners, human resources directors, program managers, presidents, or CEOs with 5 to 500 employees who want to increase productivity and reduce overhead costs. Specifically, we specialize in consulting white collar executives on office processes such as job tracking, production, getting the most out of meetings, leadership, financial or hiring best practices, and other needs relevant to potential customers who serve in a management role within small or large organizations that may be bogged down by processes, bureaucracy, or technical experts with little leadership experience.

Future of the Company

Consulting is a fast-paced, evolving industry. In response to this climate, Company Name will offer other services, including facilitation and requirements analysis in the future.

Company Description

Mission Statement

To provide quality services to our clients that will help their companies prosper and grow.

Principal Members

- owner, primary consultant
- business manager/sales
- account manager

Legal Structure

Company Name is an TYPE OF CORPORATION (LLC, S CORP, SOLE PROP), incorporated in CITY/STATE.

Market Research

Industry

Detailed Description of Customers

Company Advantages

Regulations

Service Line

Product/Service

Services Include:

Pricing Structure

Company Name will offer its services at an hourly rate using the following labor categories and rates:

Intellectual Property Rights

Research and Development

Marketing & Sales