



Capable Words

Capability Statement



About Capable Words

- Capable Words offers premier marketing solutions
 - Proposal Development
 - Professional Writing
 - Marketing Document Design and Development
 - Website and Graphic Design
- We increase marketability and profitability
- Capable Words brings over 20 years of marketing experience, a skilled team, and successful history with satisfied customers.



Company Overview

- Established in 2003
- Headquartered in Reston, VA
- Staff includes: Technical/Proposal Writers, Proposal Managers, Editors, Graphic and Web Designers, Marketing Specialists



Areas of Expertise, Cont'd.

- Proposal Development
 - Proposal Coordination
 - Proposal Management
 - Outline/Compliance Matrix Development
 - Template Development
 - Win Theme/Solution Development
 - Proposal Writing



Areas of Expertise, Cont'd.

- Professional Writing
 - Section Solution Design
 - Section/Proposal Writing
- Past Performance Writing
- Resume Writing



Areas of Expertise

- Marketing Document Design and Development
 - Capability Statements
 - Presentations
 - Brochures
 - Newsletters



Areas of Expertise

- Web Design and Development
 - Concept Development
 - Content Development
 - Site Hosting



Areas of Expertise

- Graphic Design and Development
 - Graphic Creation
 - Re-creation/Modification of Existing Graphics
 - Logo creation



Why Us?

- We are dedicated to supporting small businesses
- We provide cost-effective proposal and marketing solutions
- We provide customized, value-added services
- We are continuously enhancing and building on core capabilities



Capable Words Culture

Capable Word's "***Commitment to Excellence***" operating philosophy integrates customer satisfaction, open management, appreciation for employee contribution and performance excellence.

Our corporate culture is further exemplified in our commitment to ethics and continuous improvement.



Contact Information

Capable Words, LLC
11654 Plaza America Drive, #725
Reston, VA 20190
P - (703) 869-9462
stacey@capablewords.com
www.capablewords.com

