Consultancy Agreement Contract Form Sample

This **consultancy agreement** contract form sample outlines the terms and conditions between a consultant and a client, detailing the specific deliverables expected. It ensures clear communication of responsibilities, timelines, and payment terms to protect both parties. Using this template helps streamline project management and legal compliance in consultancy engagements.

Consultancy Agreement

This Consultancy Agreement ("Agreement") is made on [Date] between:

- **Client:** [Client Name], located at [Client Address]
- **Consultant:** [Consultant Name], located at [Consultant Address]

1. Scope of Work

The Consultant agrees to provide the following services and deliverables:

- **Deliverable 1:** [Description of Deliverable 1]
- **Deliverable 2:** [Description of Deliverable 2]
- **Deliverable 3:** [Description of Deliverable 3]

2. Timeline

The services and deliverables shall be completed according to the following timelines:

- **Start Date:** [Start Date]
- **End Date:** [End Date]
- **Milestone Dates:** [List milestone dates if applicable]

3. Payment Terms

Compensation for the services shall be as follows:

- **Consultancy Fee:** [Fee Amount and Currency]
- **Payment Schedule:** [e.g., upon completion of deliverables or per milestone]
- **Payment Method:** [Bank Transfer/Cheque/Other]

4. Confidentiality

Both parties agree to maintain the confidentiality of all proprietary information shared during the duration of this Agreement.

5. Intellectual Property

Unless otherwise stated, all intellectual property developed by the Consultant in connection with the services shall be the property of [specify: Client/Consultant, as agreed].

6. Termination

This Agreement may be terminated by either party with [Number] days' written notice. Any fees for work completed up until termination shall be paid accordingly.

7. Governing Law

This Agreement shall be governed by and construed in accordance with the laws of [Jurisdiction].

Client: _____
Name & Signature
Date: _____

Consultant: _____
Name & Signature
Date: _____