

Simple Consultancy Agreement (Project-Based)

This **consultancy agreement** form sample is designed for project-based work, providing a clear and concise framework to outline terms and expectations between consultants and clients. It ensures both parties agree on deliverables, timelines, and payment details, promoting a smooth collaboration. Using this template helps avoid misunderstandings and protects the interests of each party involved.

1. Parties

Client Name:	<hr/>
Consultant Name:	<hr/>
Effective Date:	____ / ____ / ____

2. Project Description

The Consultant agrees to provide the following services for the Client as part of this project:

3. Deliverables

The Consultant will deliver the following:

4. Timeline

Project Start Date: ____ / ____ / ____

Project End Date: ____ / ____ / ____

5. Fees and Payment Terms

Total Fee: _____

Payment Schedule: _____

Method of Payment: _____

6. Confidentiality

Both parties agree to keep all confidential information strictly private and not disclose it to any third party without written consent.

7. Termination

Either party may terminate this agreement by providing written notice to the other party. Payment will be made for work completed up to the termination date.

8. Acceptance & Signatures

Client Signature	Date	Consultant Signature	Date
<hr/>	<hr/>	<hr/>	<hr/>

This is a sample agreement and should be modified to suit the specific requirements of each project. Legal advice is recommended before use.