

# Consulting Agreement Form Sample – IT Consulting Services

**Note:** This sample is for informational purposes only. Please consult a legal professional prior to use.

## 1. Parties

This Consulting Agreement ("Agreement") is entered into as of  by and between:

**Client Name:**

**Client Address:**

("Client")

and

**Consultant Name:**

**Consultant Address:**

("Consultant")

## 2. Scope of Work

The Consultant shall provide the following IT consulting services:

Describe the project, milestones, or IT services to be performed...

## 3. Term & Termination

This Agreement shall commence on  and continue until , unless terminated earlier in accordance with Section 7.

## 4. Payment Terms

**Consulting Rate:** \$  per  hour

**Payment Schedule:**  e.g., Upon completion, bi-weekly, milestones...

**Expenses:**  List reimbursable expenses, if any

## 5. Confidentiality

Both parties agree to keep confidential all proprietary, technical, and business information ("Confidential Information") received during the course of this Agreement, and not to disclose the same to any third party without prior written consent.

## 6. Deliverables

The Consultant shall provide the following deliverables to the Client:

List all deliverables with deadlines, formats, and acceptance criteria...

## 7. Termination

Either party may terminate this Agreement with  14 days' written notice to the other party. Upon termination, Client shall pay Consultant for all work performed and approved expenses incurred up to the date of termination.

## 8. Independent Contractor

The Consultant shall perform all services as an independent contractor and not as an employee or agent of the Client.

## 9. Governing Law

This Agreement shall be governed by the laws of the State of .

**Client Signature:**

**Consultant Signature:**

Date:

Date:

This **consulting agreement form sample** is designed for IT consulting services, ensuring clear terms and expectations between consultants and clients. It outlines the scope of work, payment terms, confidentiality, and deliverables to protect both parties. Using this form helps streamline the contract process and establishes a professional foundation for IT projects.