

Consultancy Agreement Form Sample

This **consultancy agreement form sample** is designed specifically for freelance consultants to clearly outline project terms, responsibilities, and payment details. It ensures both parties have a mutual understanding to foster a professional working relationship. Using this template simplifies contract creation and protects consultant interests.

1. Parties

Consultant Name:	_____
Consultant Address:	_____
Client Name:	_____
Client Address:	_____

2. Project Description

Project Title: _____

Project Details:

3. Scope of Services

The Consultant agrees to provide the following services:

4. Timeline & Deliverables

Milestone/Deliverable	Due Date
_____	_____
_____	_____

5. Payment Terms

Fee Amount: \$_____

Payment Schedule:

- Upon signing: \$_____
- Upon completion: \$_____

Payment Method: _____

6. Confidentiality

Both parties agree to keep all project and proprietary information confidential.

7. Termination

Either party may terminate this agreement with written notice of _____ days. Completed work up to termination will be compensated.

8. Additional Terms

9. Declaration & Signature

Consultant Signature:

Date: _____

Client Signature:

Date: _____