

# 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:	<div></div>
Consultant Address:	<div></div>
Client Name:	<div></div>
Client Address:	<div></div>

## 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
<div></div>	<div></div>
<div></div>	<div></div>

## 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

<b>Consultant Signature:</b>  Date: _____	<b>Client Signature:</b>  Date: _____
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