

Basic Consulting Contract Outline

1. Parties

This Consulting Agreement ("Agreement") is made between:

Client: [Client Name/Company]

Consultant: [Consultant Name/Company]

2. Scope of Work

Describe the advisory services to be provided by the Consultant to the Client, including deliverables, milestones, and project timeline.

3. Term

State the commencement date and duration of the agreement, as well as any provisions for renewal or early termination.

4. Fees and Payment Terms

Specify consultant's fee structure (hourly, flat fee, retainer), payment schedule, and method of payment.

5. Confidentiality

Outline duty to protect confidential information, exceptions, and duration of confidentiality obligation.

6. Intellectual Property

Clarify ownership of work product, licensing rights, and usage permissions.

7. Independent Contractor Status

State that Consultant operates as an independent contractor and not as an employee of the Client.

8. Indemnification & Limitation of Liability

Specify party responsibilities for damages and liabilities, including any limitations.

9. Termination

Describe conditions under which either party may terminate the agreement, including notice requirements.

10. General Provisions

1. Governing Law
2. Dispute Resolution
3. Entire Agreement
4. Amendment Procedure
5. Severability

11. Signatures

Client Signature & Date

Consultant Signature & Date