

Consulting Engagement Proposal

Prepared For

Client Name: _____
Contact Person: _____
Address: _____
Email: _____
Phone: _____

Prepared By

Consultant/Company Name: _____
Contact Person: _____
Address: _____
Email: _____
Phone: _____

Project Overview

[Briefly outline the purpose, objectives, and scope of the consulting engagement.]

Scope of Work

- [Describe deliverable or service #1]
- [Describe deliverable or service #2]
- [Describe deliverable or service #3]

Project Timeline

Milestone	Estimated Date/Duration
[Milestone 1]	[Date/Duration]
[Milestone 2]	[Date/Duration]
[Milestone 3]	[Date/Duration]

Fees & Payment Terms

Service/Deliverable	Fee
[Service/Deliverable #1]	[Fee Amount]
[Service/Deliverable #2]	[Fee Amount]

Payment Terms: [Describe payment schedule, invoicing, and terms (e.g., net 30).]

Acceptance & Signature

By signing below, both parties agree to the terms set forth in this proposal.

Client Name/Signature/Date

Consultant Name/Signature/Date