

# 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.

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Client Name/Signature/Date

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Consultant Name/Signature/Date