

# Consulting Firm Service Agreement Proposal

Date: \_\_\_\_\_

Consulting Firm: \_\_\_\_\_

Client: \_\_\_\_\_

## 1. Introduction

This Service Agreement Proposal ("Agreement") sets forth the terms and conditions between the Consulting Firm ("Consultant") and the Client concerning the provision of professional consulting services.

## 2. Scope of Services

The Consultant will provide the following services:

- [Service Description 1]
- [Service Description 2]
- [Service Description 3]

## 3. Timeline & Deliverables

The services will be performed according to the following schedule and deliverables:

Task / Deliverable	Due Date
[Deliverable 1]	[Date]
[Deliverable 2]	[Date]

## 4. Fees & Payment Terms

- **Project Fee:** \$\_\_\_\_\_
- **Payment Schedule:** [e.g., 50% upon signing, 50% upon completion]
- **Payment Method:** [Bank Transfer/Cheque/etc.]

## 5. Terms & Conditions

- Consultant will maintain confidentiality regarding Client information.
- Any changes to the scope of work must be agreed upon in writing.
- Either party may terminate the agreement with written notice.
- Consultant is an independent contractor, not an employee.
- Additional terms as agreed by both parties.

## 6. Acceptance & Signatures

By signing below, both parties agree to the terms and conditions outlined in this proposal.

\_\_\_\_\_

Consultant Signature

Date: \_\_\_\_\_

\_\_\_\_\_

Client Signature

Date: \_\_\_\_\_