

# Basic Consulting Services Agreement Outline

## 1. Parties

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

- Consultant: \_\_\_\_\_
- Client: \_\_\_\_\_

## 2. Scope of Services

Description of consulting services to be provided by Consultant to Client.

## 3. Term

Start date and end date (or specify if services are ongoing).

## 4. Compensation

1. Fees (hourly, project-based, etc.)
2. Payment schedule
3. Expense reimbursement

## 5. Confidentiality

Obligations regarding non-disclosure and handling of confidential information.

## 6. Intellectual Property

Ownership of work product, deliverables, inventions, and materials.

## 7. Independent Contractor Status

The Consultant acts as an independent contractor and not as an employee.

## 8. Termination

1. Termination for convenience
2. Termination for cause
3. Notice requirements

## 9. Indemnification & Liability

Responsibilities for indemnification and any limits on liability.

## 10. Miscellaneous

- Governing law
- Entire agreement
- Amendments
- Notices

## 11. Signatures

**Consultant:** \_\_\_\_\_ Date: \_\_\_\_\_

**Client:** \_\_\_\_\_ Date: \_\_\_\_\_