

# Retainer Consulting Agreement Template

This Retainer Consulting Agreement ("Agreement") is made and entered into as of \_\_\_\_\_ ("Effective Date"), by and between \_\_\_\_\_, with a principal place of business at \_\_\_\_\_ ("Client"), and \_\_\_\_\_, with a principal place of business at \_\_\_\_\_ ("Consultant").

## 1. Scope of Services

Consultant agrees to provide consulting services to the Client as described in Exhibit A attached hereto ("Services").

## 2. Term

The term of this Agreement shall begin on the Effective Date and continue until \_\_\_\_\_ unless terminated earlier as provided herein.

## 3. Retainer & Payment

- Client agrees to pay Consultant a monthly retainer fee of \$\_\_\_\_\_ for the Services.
- Payment is due on or before the \_\_\_\_\_ day of each month.
- Any additional services outside the scope defined in this Agreement shall be billed at Consultant's standard hourly rate of \$\_\_\_\_\_/hour.

## 4. Confidentiality

Both parties agree to maintain the confidentiality of all proprietary and confidential information received during the course of this Agreement.

## 5. Termination

- Either party may terminate this Agreement with \_\_\_\_\_ days' written notice.
- Upon termination, Consultant will provide a final invoice and Client will pay for all Services provided up to the date of termination.

## 6. Independent Contractor

Consultant is engaged as an independent contractor. Nothing herein shall be construed as creating an employer-employee relationship, a partnership, or a joint venture.

## 7. Governing Law

This Agreement shall be governed by and construed in accordance with the laws of the State of \_\_\_\_\_.

## 8. Entire Agreement

This Agreement contains the entire understanding between the parties relating to the subject matter and supersedes all prior discussions or agreements.

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

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