

# Consulting Engagement Letter

*Private and Confidential*

**To** \_\_\_\_\_ ("*Client*")  
**From** \_\_\_\_\_ ("*Company*")  
**Subject** Engagement Letter For Consulting Services  
**Date** \_\_\_\_\_

Dear \_\_\_\_\_ ;

This letter is to confirm the terms and conditions of our engagement for our consulting services in accordance the **Proposal** that we submit on \_\_\_\_\_. We will provide consulting services as mutually agreed upon between our organizations. The specific details of the services, deliverables, timelines, and any project milestones will be as outlined in this approved Proposal.

We know that we have necessary experience, resources, creativity and commitment to provide the best quality services in connection with Client's needs. We would strive at all times to deliver this in an efficient, seamless and commercially oriented manner.

As agreed upon, the engagement will commence on \_\_\_\_\_ and will continue until the completion of the project or as otherwise defined in the agreement.

We irrevocably warrant that, any and all information and documents which obtained from the client will be kept confidential and will not be disclosed to the third parties directly or indirectly.

We are enthusiastic about the opportunity to work with you. If you have any questions or need further clarification, please do not hesitate to contact us.

Sincerely,

**Name**

**Position/Title**

**Signature**



This document is a PDF copy of **Consulting Engagement Letter** template. You can edit it with **Jotform Sign** and convert to an eSign document with **Jotform Sign**.



## Learn More About Jotform PDF Products

Jotform offers powerful PDF solutions. Check them out below.

### Jotform PDF Editor

Turn form submissions into PDFs automatically ready to download or save for your records.

[jotform.com/products/pdf-editor/](https://jotform.com/products/pdf-editor/)



### Smart PDF Forms

Convert your PDF files into online forms that are easy to fill out on any device.

[jotform.com/products/smart-pdf-forms/](https://jotform.com/products/smart-pdf-forms/)



### Jotform Sign

Collect e-signatures with Jotform Sign to automate your signing process.

[jotform.com/products/sign/](https://jotform.com/products/sign/)



These templates are suggested forms only. If you're using a form as a contract, or to gather personal (or personal health) info, or for some other purpose with legal implications, we recommend that you do your homework to ensure you are complying with applicable laws and that you consult an attorney before relying on any particular form.