## **CONSULTANT OFFER LETTER**

Date:	
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## **RE: CONSULTANT OFFER**

Dear \_\_\_\_\_,

We are pleased to extend an invitation to work for us as an independent consultant under the following terms and conditions:

- 1. Title: \_\_\_\_\_
- 2. Job Description:

3. Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

**4. Pay**: \$\_\_\_\_\_ per □ hour □ project □ other: \_\_\_\_\_

5. Location: \_\_\_\_\_

6. Other: \_\_\_\_\_

If the above terms and conditions are acceptable, please send your acceptance no later than \_\_\_\_\_. We look forward to hearing from you.

Sincerely,

## Acceptance

I formally accept the position offered in this letter and agree to authorize a legally binding consultant agreement within a reasonable time period.

Signature: \_\_\_\_\_ Print Name: \_\_\_\_\_