

# Freelance Contractor Engagement Letter

Date: [Insert Date]

[Client's Name]

[Client's Address]

[City, State, Zip Code]

## Subject: Engagement of Freelance Contractor

Dear [Client's Name],

We are pleased to engage your services as a freelance contractor for the [Project/Service Name] starting on [Start Date]. The terms and conditions of your engagement are outlined below:

### Scope of Work

[Brief description of the tasks and responsibilities expected from the contractor.]

### Compensation

Your compensation will be [amount] per [hour/project], payable [weekly/bi-weekly/monthly] upon submission of an invoice.

### Duration

The engagement will commence on [Start Date] and will continue until [End Date or Completion of Project].

### Confidentiality

You agree to keep all information related to this engagement confidential and will not disclose it to any third party without prior written consent.

### Termination

This agreement may be terminated by either party with [number of days] written notice.

Please sign and return a copy of this letter to indicate your acceptance of the terms outlined above.

Thank you, and we look forward to a successful collaboration.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]

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I, [Contractor's Name], accept the terms of this engagement.

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Signature

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