

Freelance Engagement Schedule

Date: [Insert Date]

Client Name: [Client's Name]

Client Address: [Client's Address]

Freelancer Name: [Your Name]

Freelancer Address: [Your Address]

Project Details

Project Title: [Project Title]

Project Description: [Brief Description of the Project]

Engagement Schedule

- Start Date: [Start Date]
- End Date: [End Date]
- Milestones:
 - [Milestone 1]: Due [Due Date]
 - [Milestone 2]: Due [Due Date]
 - [Milestone 3]: Due [Due Date]

Payment Terms

Total Fee: [Total Fee]

Payment Schedule: [Payment Schedule Information]

Contact Information

Freelancer Email: [Your Email]

Client Email: [Client's Email]

Thank you for the engagement opportunity. I look forward to working with you!

Sincerely,

[Your Name]