

Consulting Rates Overview

Date: [Insert Date]

Client Name: [Insert Client Name]

Client Address: [Insert Client Address]

Dear [Client Name],

Thank you for considering my consulting services. Below is an overview of my consulting rates, which are effective as of [Insert Effective Date].

Consulting Rates:

- **Hourly Rate:** \$[Insert Hourly Rate] per hour
- **Daily Rate:** \$[Insert Daily Rate] per day (8 hours)
- **Project Rate:** \$[Insert Project Rate] per project
- **Retainer Rate:** \$[Insert Retainer Rate] per month

Services Included:

- [Service 1]
- [Service 2]
- [Service 3]

Please feel free to reach out if you have any questions or require further information.

Looking forward to the opportunity to work together.

Best Regards,

[Your Name]

[Your Title]

[Your Company]

[Your Contact Information]