

# Architectural Services Engagement Agreement

Date: [Insert Date]

[Client's Name]

[Client's Address]

[City, State, Zip Code]

Dear [Client's Name],

We are pleased to present you with this Engagement Agreement for Architectural Services between [Your Firm's Name] and [Client's Name]. This agreement outlines the services we will provide and establishes the terms of our engagement.

## Scope of Services

[Describe the architectural services to be provided, e.g., design, planning, project management, etc.]

## Fees and Payment Terms

Our fees for services rendered will be [fee structure, e.g., hourly rate, fixed fee, etc.]. Payment is due [terms of payment, e.g., upon receipt, within 30 days, etc.].

## Timeline

The anticipated timeline for project completion is [insert timeline].

## Confidentiality

Both parties agree to keep all information exchanged during this engagement confidential.

## Acceptance

If you agree to the terms outlined in this letter, please sign and return a copy to us. We look forward to working with you on this project.

Sincerely,

[Your Name]

[Your Title]

[Your Firm's Name]  
[Your Firm's Address]  
[City, State, Zip Code]  
[Phone Number]  
[Email Address]

Accepted by:

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[Client's Name]

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