

Client-Architect Agreement

Date: [Insert Date]

To,

[Client's Name]

[Client's Address]

[City, State, ZIP Code]

Dear [Client's Name],

We are pleased to confirm our agreement regarding the architectural services to be provided for the project located at [Project Address]. This letter outlines the terms and conditions governing our working relationship.

Scope of Services

The Architect agrees to provide the following services:

- Initial consultation and needs assessment
- Design development
- Preparation of construction documents
- Project management and oversight

Compensation

The total fee for the services rendered will be [Insert Fee]. Payment will be made as follows:

- Deposit: [Insert Amount]
- Progress Payments: [Detail Schedule]

Timeline

The anticipated timeline for the project is as follows:

- Start Date: [Insert Date]
- Completion Date: [Insert Date]

Termination

EITHER party may terminate this agreement by providing written notice at least [Insert Number] days in advance.

Please sign below to indicate your acceptance of this agreement.

[Architect's Name], Architect

[Client's Name], Client

Date: _____