

Payment Terms Negotiation

Dear [Client's Name],

I hope this message finds you well. I am writing to discuss the payment terms for the freelance services I am providing for [Project Name/Description].

After reviewing the initial terms, I would like to propose a few adjustments to better align with the project scope and my workflow:

- Change the payment frequency from [Current Frequency] to [Proposed Frequency].
- Adjust the payment start date to [Proposed Date].
- Consider a [Percentage]% deposit upfront before project commencement.

I believe these adjustments will ensure a smooth workflow and mutual satisfaction throughout the project duration. I am open to discussing any alternatives or suggestions you might have.

Thank you for considering my proposal. I look forward to your response.

Best regards,

[Your Name]

[Your Contact Information]