

Engagement Letter

Date: [Insert Date]

To: [Collaborator's Name]

Company: [Collaborator's Company]

Address: [Collaborator's Address]

Dear [Collaborator's Name],

We are pleased to engage you as a collaborator for the upcoming issue of [Magazine Name]. Your expertise in magazine design will be invaluable to us as we aim to create an impactful and visually appealing publication.

Scope of Work:

- Design layout for [number] pages.
- Create graphics and visual elements for feature articles.
- Provide revisions based on feedback from our editorial team.

Timeline:

We expect to begin the design process on [Start Date] and aim for completion by [End Date].

Compensation:

The agreed payment for your services will be [Amount], payable upon successful completion of the project.

We look forward to collaborating with you on this exciting project. Please confirm your acceptance of this engagement by signing below and returning this letter to us by [Return Date].

Best regards,

[Your Name]

[Your Title]

[Your Company]

[Contact Information]

Accepted by:

[Collaborator's Name]

Date: _____