

# Letter of Engagement for E-commerce Accounting Services

Date: [Insert Date]

[Client's Name]

[Client's Address]

[City, State, Zip Code]

**Dear [Client's Name],**

We are pleased to offer our professional accounting services tailored for e-commerce businesses. Our expertise in global e-commerce accounting will help you manage your finances effectively and ensure compliance across different jurisdictions.

## **Services Offered:**

- Bookkeeping and Accounting
- Sales Tax Compliance
- Financial Reporting
- Inventory Management
- Profit and Loss Analysis

## **Engagement Details:**

We propose the following terms of engagement:

- Service Fee: [Insert Fee]
- Payment Schedule: [Insert Payment Terms]
- Service Duration: [Insert Duration]

Please sign and return a copy of this letter to indicate your acceptance of our services. We look forward to working with you and supporting the growth of your e-commerce business.

**Sincerely,**

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]