

Engagement Letter for Structural Design Consulting

Date: [Insert Date]

Client Name: [Insert Client Name]

Client Address: [Insert Client Address]

Dear [Client Name],

We are pleased to confirm our engagement as structural design consultants for your project titled "[Project Name]." This letter outlines the scope of our services, responsibilities, and terms of engagement.

Scope of Services

- Structural analysis and design
- Preparation of detailed design drawings
- Collaboration with architects and other consultants
- Site inspections and reports
- Compliance with local codes and regulations

Fees

Our fees will be based on [insert fee structure, e.g., hourly rates, fixed fee, etc.]. A detailed breakdown of costs is attached for your review.

Timeline

The anticipated start date for our services is [insert start date], and we expect to complete the project by [insert end date].

Terms and Conditions

Please find our standard terms and conditions attached, which include clauses relating to confidentiality, liability, and dispute resolution.

If you agree to the terms outlined in this letter, please sign and return a copy to us by [insert date].

Thank you for considering us for this project. We look forward to working with you.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Phone Number]

[Your Email Address]

Agreed and Accepted:

[Client Name]

[Title, if applicable]

[Date]