

Letter of Engagement

Date: [Insert Date]

[Consultant's Name]

[Consultant's Address]

[City, State, Zip Code]

Dear [Consultant's Name],

We are pleased to inform you that we have decided to hire you as our financial consultant, effective [start date]. Your expertise in financial planning and investment strategies will be invaluable to us as we navigate our financial goals.

As discussed, your responsibilities will include:

- Conducting a thorough analysis of our current financial situation.
- Developing a tailored financial strategy to meet our objectives.
- Providing ongoing support and advice regarding investments, budgeting, and financial planning.

The terms of our agreement will include a fee of [insert fee structure] and will be effective until [end date or condition]. Any expenses incurred during the consultation will be reimbursed upon receipt.

We look forward to working closely with you and believe your contributions will make a positive impact on our financial health. Please sign and return the enclosed copy of this letter to confirm your agreement.

Thank you for your time and commitment.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Company Address]

[City, State, Zip Code]

Enclosure: Letter of Engagement