

# Engagement Letter for Gerontology Expert Consultation

Date: [Insert Date]

[Your Name]

[Your Title]

[Your Organization]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Consultant's Name]

[Consultant's Title]

[Consultant's Organization]

[Consultant's Address]

[City, State, Zip Code]

## **Subject: Engagement for Gerontology Consultation Services**

Dear [Consultant's Name],

We are pleased to engage your services as a gerontology expert to assist us with [briefly describe the project or need]. This letter outlines the terms of our engagement.

### **Scope of Work**

Your services will include, but are not limited to:

- [List specific tasks or responsibilities]
- [Task 2]
- [Task 3]

### **Compensation**

You will be compensated at a rate of [insert rate], invoiced [weekly/monthly/upon completion].

### **Timeline**

The anticipated start date is [insert start date], with an expected completion date of [insert completion date].

### **Confidentiality**

Both parties agree to maintain confidentiality regarding any proprietary information shared during the engagement period.

Please confirm your acceptance of this engagement by signing below and returning a copy of this letter.

Sincerely,

[Your Name]

[Your Title]

\_\_\_\_\_  
[Consultant's Name]

Date: \_\_\_\_\_