

Recommendation for Consulting Agreement Adjustments

Date: [Insert Date]

To Whom It May Concern,

I am writing to recommend adjustments to the consulting agreement between [Consultant Name] and [Company Name]. After [duration of performance review], it has become evident that certain modifications could enhance the efficiency and effectiveness of our partnership.

Firstly, it is suggested that we revisit the scope of services to ensure alignment with current business goals. This could involve incorporating additional deliverables such as [specific services or deliverables].

Secondly, we recommend a revision of the payment terms to better reflect the value provided during the consultancy period. A consideration for [payment structure changes] could foster a more equitable arrangement.

Lastly, it may be prudent to extend the duration of the agreement to allow for a comprehensive implementation of the proposed adjustments, thus providing ample time for evaluation and feedback.

We believe these adjustments will not only strengthen our current arrangement but will also position us for greater success in the future. Please feel free to reach out for further discussion.

Sincerely,

[Your Name]

[Your Job Title]

[Your Company]

[Your Contact Information]