

Freelance Engagement Offer

Date: [Insert Date]

[Freelancer's Name]

[Freelancer's Address]

[City, State, Zip Code]

Dear [Freelancer's Name],

We are pleased to extend an offer for freelance engagement with [Your Company Name] for the position of [Position/Project Title]. We believe your skills and experience will be a valuable asset to our team.

Project Overview:

[Brief description of the project, objectives, and expected outcomes]

Engagement Terms:

- **Duration:** [Insert Duration]
- **Compensation:** [Insert Compensation Terms]
- **Payment Schedule:** [Insert Payment Schedule]

Confidentiality:

As part of this engagement, you agree to keep all project-related information confidential.

Please sign and return this letter by [Insert Deadline] to confirm your acceptance of this offer. We are looking forward to working with you!

Best regards,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]

[Freelancer's Signature] [Date]