

Project Milestones Agreement

Date: [Insert Date]

To: [Recipient Name]

From: [Your Name]

Subject: Project Milestones Agreement

Project Title: [Insert Project Title]

Milestones:

1. **Milestone 1:** [Description of Milestone 1]
Due Date: [Insert Due Date]
2. **Milestone 2:** [Description of Milestone 2]
Due Date: [Insert Due Date]
3. **Milestone 3:** [Description of Milestone 3]
Due Date: [Insert Due Date]

Terms and Conditions:

[Insert any relevant terms and conditions pertaining to the project milestones]

Agreement:

By signing below, both parties agree to the terms outlined in this document.

[Your Name/Title]

[Recipient Name/Title]

Date: _____