

INDEPENDENT CONTRACTOR OFFER LETTER

Date: _____

State: _____

County: _____

From:

Client's Name: _____

Address: _____

E-mail/Phone _____

To:

Contractor's Name: _____

Address: _____

E-mail/Phone _____

Re: *Independent Contractor Offer*

We are pleased to send you an offer to engage your services as an independent contractor for _____ [*Client's name*].

This letter describes the main terms and conditions according to which we would like to engage your services.

1. Services:

You shall provide the following Services:

2. Payment terms: [*choose one*]

- Fixed amount.** You will be paid \$ _____ per:
- Hour
 - Week
 - Month
 - Other

A lump sum. You will be paid \$ _____

After the completion of the Services.

On _____

Other _____

Other terms of payment shall be as follows:

3. Term and termination:

The Commencement date shall be: _____

The Completion of the Services shall be: [*choose one*]

On _____

After the completion of the Services

Other _____

4. Other terms:

5. Acceptance:

Contractor must accept this offer: [*choose one*]

By _____

Other _____

If the above-mentioned terms are acceptable for you, please let us know at any of the following methods:

Phone: _____

E-Mail: _____

Sincerely,

Client's/Authorized representative's Name and Signature
