

Environmental Consulting Engagement Letter

Date: _____

To: [Client Name]

[Client Address]

[City, State ZIP]

From: [Consultant Name]

[Consultant Firm Name]

[Consultant Address]

[City, State ZIP]

Subject: Engagement for Environmental Consulting Services

Dear [Client Name],

This letter confirms our agreement for the provision of environmental consulting services as outlined below. The following sets forth the terms and scope of this engagement.

Scope of Services

The Consultant will provide the following services:

- [Service 1 Description]
- [Service 2 Description]
- [Service 3 Description]
- Other services as mutually agreed in writing.

Timeline

The services will commence on or about [Start Date] and are anticipated to be completed by [End Date], unless terminated earlier as provided herein.

Fees and Payment

Professional fees for the above services are as follows:

- [Hourly rate OR Lump sum fee]
- Expenses, if any, will be billed at cost.
- Invoices are payable within [number] days of receipt.

Terms and Conditions

- All work will be conducted in accordance with applicable laws and industry standards.
- Either party may terminate this agreement with [number] days' written notice.
- Ownership of deliverables and confidentiality clauses apply as outlined in the attached terms.

If the terms described above are acceptable, please sign and return a copy of this letter as your authorization to proceed.

Consultant Signature

Date: _____

[Consultant Name and Title]

Client Signature
Date: _____

[Client Name and Title]