

# **Business Consulting Services Agreement Outline**

## **1. Introduction**

- Effective Date
- Parties Involved
- Purpose of Agreement

## **2. Scope of Services**

- Description of Consulting Services
- Deliverables
- Project Timeline

## **3. Compensation**

- Fee Structure
- Payment Terms
- Expenses and Reimbursements

## **4. Term & Termination**

- Term of Agreement
- Termination Rights
- Notice Requirements

## **5. Confidentiality**

- Confidential Information Definition
- Obligations and Exceptions

## **6. Intellectual Property**

- Ownership of Work Product
- Licensing if Applicable

## **7. Independent Contractor Status**

- No Employer-Employee Relationship
- Responsibilities and Liabilities

## **8. Representations and Warranties**

- Authority to Enter Agreement
- Quality of Services

## **9. Indemnification & Limitation of Liability**

- Indemnification Clause
- Limitation of Damages

## **10. General Provisions**

- Governing Law
- Entire Agreement

- Amendment Procedures
- Severability
- Notices

## **11. Signatures**

- Consultant Signature & Date
- Client Signature & Date