

Legal Compliance Consulting Engagement Letter

[Date]

[Client Name]

[Client Address]

Dear [Client Name],

This letter confirms the terms of engagement between [Consultant Firm Name] (â€œConsultantâ€) and [Client Name] (â€œClientâ€) for the provision of legal compliance consulting services.

1. Scope of Services

The Consultant shall provide the following services to the Client:

- Review and assessment of current compliance procedures
- Recommendations for legal compliance improvements
- Assistance with regulatory filings, as requested
- Provision of compliance training and documentation

2. Term

The engagement shall commence on [Start Date] and continue until [End Date] or until terminated in accordance with this letter.

3. Fees and Payment

The Consultantâ€™s fees shall be as follows:

- [Fee structure, e.g., Hourly rate or flat fee]
- Invoices will be issued monthly and are payable within 30 days of receipt.

4. Confidentiality

The Consultant shall maintain the confidentiality of all confidential information provided by the Client.

5. Limitation of Liability

The Consultantâ€™s liability is limited to the amount of fees paid for the services rendered under this agreement.

6. Termination

Either party may terminate this engagement by providing written notice to the other party with 14 daysâ€™ notice.

7. Acceptance

Please sign below to indicate your agreement to the terms of this engagement.

Authorized Signatory, [Consultant Firm Name]

Authorized Signatory, [Client Name]