### **Business Consultant Offer Letter**

**[Your Company Name]**[Your Address]  
[City, State, ZIP Code]  
[Date]

**[Recipient’s Name]**[Recipient’s Address]  
[City, State, ZIP Code]

**Subject:** Offer for Business Consultant Services

Dear [Recipient’s Name],

We are pleased to offer you the opportunity to collaborate with [Your Company Name] as a Business Consultant. Your expertise in [specific area] aligns perfectly with our current objectives.

### **Details of the Offer**

* **Scope of Work:** [Briefly outline consulting services required.]
* **Compensation/Terms:** [Specify hourly rate, project fee, or retainer terms.]
* **Duration:** [Include timeline or project period.]
* **Other Terms:** [Mention any confidentiality, deliverables, or KPIs.]

We are confident that this engagement will lead to meaningful results. Kindly confirm your acceptance by [response deadline].

Sincerely,  
[Your Full Name]  
[Your Job Title]  
[Your Company Name]  
[Phone Number]  
[Email Address]