

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]