

[Date]

[Contractor Name]  
[Contractor Address]  
[City, State, Zip Code]

**Subject: Offer for Independent Contractor Services**

Dear [Contractor Name],

We are pleased to offer you a temporary engagement as an Independent Contractor with [Company Name]. This letter outlines the terms of your project-based assignment.

**1. Services to be Performed:**

You will be responsible for providing the following services: [Brief description of project/deliverables].

**2. Term of Engagement:**

This project is scheduled to begin on [Start Date] and is expected to conclude on or around [End Date]. This engagement may be terminated by either party with [Number] days' written notice.

**3. Compensation:**

The company will pay you [Amount] per [Hour/Project/Month]. Payments will be made within [Number] days of receiving a valid invoice.

**4. Independent Contractor Status:**

It is understood that you are an independent contractor and not an employee of [Company Name]. You are responsible for all taxes, insurance, and professional expenses. You are not eligible for company benefits.

**5. Confidentiality:**

During your engagement, you may have access to proprietary information. You agree to keep all such information confidential and not disclose it to any third parties.

**6. Ownership of Work:**

All work performed and deliverables created during this engagement shall be considered "work made for hire" and shall be the sole property of [Company Name].

Please confirm your acceptance of this offer by signing and returning this letter by [Deadline Date].

Sincerely,

[Your Name]  
[Your Title]  
[Company Name]

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**Acceptance:**

I accept the terms of this Independent Contractor offer as outlined above.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_