Professional Freelance Agreement

Subject: Freelance Work Agreement - [Project Name]

This letter outlines our agreement for the freelance project we discussed. I'm excited to work with you and want to ensure we're aligned on all project details. Project Agreement: - Project scope: [detailed description of work to be completed] - Timeline: [start date, milestones, completion date] - Payment terms: [total amount, payment schedule, method] - Deliverables: [specific items to be provided] - Revisions: [number of included revisions, additional costs] - Copyright ownership: [who owns final work] - Communication schedule: [how often we'll check in] - Cancellation policy: [terms for ending project early] I will provide regular updates on progress and welcome your feedback throughout the project. Payment is expected within [number] days of invoice receipt. I look forward to delivering excellent results for your project. Professionally yours, [Your Name] Approved: [Client's Name]		Dear [Client's Name],
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