

[Your Company Letterhead]

[Date]

[Recipient Name]

[Recipient Title]

[Recipient Company]

[Recipient Address]

[City, State, Zip Code]

Subject: Agreement for Vulnerability Assessment

Dear [Recipient Name],

This letter serves as a formal agreement between [Your Company Name] and [Recipient Company Name] regarding the vulnerability assessment services to be performed by [Your Company Name].

****Scope of Work:****

- [Description of the vulnerability assessment services to be provided]
- [Any specific systems, networks, or applications to be assessed]
- [Timeline for the assessment and reporting]

****Responsibilities:****

- [Your Company Name] agrees to conduct the assessment in accordance with industry standards and best practices.
- [Recipient Company Name] agrees to provide access to necessary systems and resources required for the assessment.

****Confidentiality:****

Both parties agree to maintain the confidentiality of all proprietary and sensitive information obtained during the assessment process.

****Compensation:****

- The total cost for the vulnerability assessment will be [Amount], payable upon receipt of the final report.

****Termination:****

This agreement may be terminated by either party with a written notice of [X] days.

If you agree to the terms outlined above, please sign and return a copy of this letter.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]

****Agreed and Accepted:****

[Recipient Name]

[Recipient Title]

[Recipient Company Name]

[Date]