

[StarCade Studios Logo] **StarCade Studios** [Company Address] [Company Phone] | [Company Email] | [Company Website]

Date: [Date of Sending]

To: Ramisa [Client's Company Name] [Client's Address]

Subject: Proposal for 6-Month Creative Services Agreement

Dear Ramisa,

Following our recent discussions, we are delighted to present this formal offer to partner with you for dedicated creative services. **StarCade Studios** is excited about the opportunity to help elevate your brand's digital presence.

This letter outlines the terms of our proposed **6-month engagement**.

Term of Agreement

This agreement will be effective for a fixed term of **six (6) months**.

- Start Date:** October 31, 2025
- End Date:** April 30, 2026

Scope of Services

StarCade Studios will provide the following creative services on a retainer basis:

Creative Content Ideation for Instagram:

- Development of monthly content themes, creative concepts, and post ideas to foster engagement and brand growth.
- Collaboration on a content calendar to ensure a consistent and strategic posting schedule.

Advertisement Design:

- Conceptualization and design of compelling ad creatives for your digital campaigns.
- Deliverables will include up to **[Number] ad variations per month** in formats suitable for **[Platforms, e.g., Instagram, Facebook]**.

Professional Fee

The total professional fee for this 6-month engagement is **\$500.00 USD**.

Note: This is calculated on a pro-rata basis from the annual fee of \$1,000.

Payment Schedule: Payment shall be made according to one of the following options:

- Option A (Monthly):** Six (6) monthly installments of **\$83.33**, due on the 1st of each month.

- **Option B (Upfront):** A single, upfront payment of **\$500.00**, due upon signing this agreement.

Invoices will be sent to **[Client's Billing Email Address]**.

Next Steps

To accept this offer and commence our partnership, please sign the acceptance section below and return a scanned copy to us at **[Your Company Email]** by **[Response Deadline, e.g., October 24, 2025]**.

We are confident that our collaboration will yield outstanding results and are eager to begin this creative journey with you.

Sincerely,

[Your Name] [Your Title, e.g., Creative Director] StarCade Studios [Your Direct Phone Number]
[Your Company Email]

Acceptance of Agreement

By signing below, I, **Ramisa**, acknowledge that I have read, understood, and agree to the terms and conditions outlined in this Creative Services Agreement.

Client Signature: _____

Printed Name: Ramisa

Date: _____