

[Date]

[Client Name]

[Client Title]

[Company Name]

[Company Address]

**RE: Revised Fee Agreement - Graduate Recruitment Campaign [Year]**

Dear [Client Name],

Following our recent discussion on [Date], this letter serves as a formal revision to the original fee agreement dated [Original Agreement Date] regarding the upcoming Graduate Recruitment Campaign.

To better align with the updated scope of the campaign, we have adjusted the fee structure as follows:

- **Management Fee:** [Amount] (Previously [Old Amount])
- **Cost Per Hire:** [Amount] per successful candidate
- **Advertising & Marketing Budget:** [Amount]
- **Administrative/Assessment Charges:** [Amount]

**Payment Terms:**

The revised total estimated investment for this campaign is [Total Amount]. Payments will be invoiced in the following installments:

- [Percentage]% upon signing this revised agreement.
- [Percentage]% upon completion of the shortlisting phase.
- [Percentage]% upon final placement of candidates.

All other terms and conditions outlined in the original contract remain in full force and effect. Please indicate your acceptance of these revised terms by signing and returning a copy of this letter.

We look forward to a successful recruitment cycle.

Sincerely,

[Your Name]

[Your Title]

[Your Agency Name]

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**Acknowledge and Agreed:**

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Signature

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Date