

# Business Contracts



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# WORK ORDER

<<Company>>  
 <<Address1>> <<Address2>>  
 <<City>>, <<State>> <<PostalCode>>  
 Phone <<WorkPhone>>

S

**DATE:** 12/2/03  
**Order #** <<work order #>>

**Bill To:**  
 <<CustCompany>>  
 <<CustCity>>, <<CustState>>  
 <<CustPostalCode>>  
 Phone <<CustWorkPhone>>

**For:**  
 << Insert what you are doing for the client here >>

A

DESCRIPTION*	HOURS	RATE	AMOUNT
<b>TOTAL</b>			
<b>DEPOSIT REQUIRED</b>			

M

P

**Agreements**

L

In consideration of the mutual covenants set forth in this Agreement, Customer and Company hereby agree as follows: **1. Development of Project or Services.** Customer agrees to engage Company to develop the **Project as described above\***. **2. Delivery of Project or Services.** Company will use reasonable diligence in the development of the project and endeavor to deliver to Customer an operational project no later than \_\_\_\_\_. Customer acknowledges, however, that this delivery deadline is an estimate and not a required delivery date. **3. Ownership Rights.** Company shall hold all right, title, and interest in and to all copyrights, patents, trade secrets, and other intellectual or industrial property rights in the project or any component or characteristic thereof which are proprietary to the Company. Customer shall not do anything that may infringe upon or in any way undermine Company's right, title, and interest in the project, as described in this paragraph 3. Notwithstanding the above, Customer shall retain all of its intellectual property rights in any components it owns and transmits to Company for use in the project. **4. Compensation.** For all of Company's services under this Agreement, Customer shall compensate the Company, in cash, the amount specified in the total above. In the event Customer fails to make any of the payments referenced by the deadline set forth as invoiced, Company has the right, but is not obligated, to

E

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Customer Initials \_\_\_\_\_ Company Initials \_\_\_\_\_



# S A M P L E

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