



# PROPOSAL KIT SAMPLE

## SAMPLE CONTRACT PACK DOCUMENT

Scroll down to read the first part of this sample contract document. When purchased, the complete contract is included in an editable Word format.

When purchased, the Proposal Kit Professional or Contract Pack will also include many related documents many of which are designed to work together.

For example, some documents are used in a longer sequence one after the other. Some include optional exhibit and schedules.

Also see this article for proposal and contract writing best practices:



<https://www.proposalkit.com/htm/business-proposal-writing-tips.htm>

[Click here to purchase Contract Pack](#)

<< Select an appropriate payment terms from the list of possible choices depending on the agreement being used with and delete the rest. For example, if using a project development contract use one of the first three milestone based payment terms. If using a VAR/Reseller contract or for general pricing use the payment terms pricing plan at the end of the list of plans below.  
>>

## EXHIBIT A

### PAYMENT TERMS

1. Customer agrees to pay Developers a fee of <<Insert Total Payment Amount>>, according to the following terms:
  - A. 90% of the estimated price upon execution of the Agreement.
2. Customer agrees to the pay for all out-of-pocket expenses incurred by Developers in developing the project including, but without limitation, any:
  - A. License fees
  - B. Outsource services billed for Customer
  - C. Film and Developing
  - D. Shipping
  - E. Domain name registration
  - F. Host costs (for ISP)
  - G. Hardware and software
  - H. Travel
3. Customer agrees to pay for the Developer's fee and all expenses, as set forth above, within 15 days of invoice. All unpaid balances shall accrue interest at 1 ½% per month.
4. Customer agrees that any changes customer makes to the specification may adversely affect the original estimate. Extra time incurred above and beyond the original specification will be billed at

an hourly rate of <<HourlyRate>> and is not subject to the costs, estimates and caps in 1. above.

5. Customer agrees that estimated yearly maintenance costs are only estimates and are not included in the quoted price.

## EXHIBIT A

### PAYMENT TERMS

1. Customer agrees to pay Developers a fee of << Insert Total Payment Amount >>, according to the following terms:
  - A. 1/3 of the fee upon execution of the Agreement;
  - B. 1/3 of the fee upon completion of << Insert Key Payment Milestone >>.
  - C. The remaining 1/3 upon completion per the specification.
2. Customer agrees to the pay for all out-of-pocket expenses incurred by Developers in developing the project including, but without limitation, any:
  - A. License fees
  - B. Outsource services billed for Customer
  - C. Film and Developing
  - D. Shipping
  - E. Domain name registration
  - F. Host costs (for ISP)
  - G. Hardware and software
  - H. Travel
3. Customer agrees to pay for the Developers' fee and all expenses, as set forth above, within 15 days of invoice. All unpaid balances shall accrue interest at 1 ½% per month.
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**DEMO CONTRACT**

This demo contract has been truncated. The complete 5 page editable version of this document is available in the Contract Pack template collections

<https://www.proposalkit.com/htm/legal-contract-templates/contract-exhibits-schedules/contract-exhibit-a-payment-terms.htm>

Once you purchase, download and install a retail Contract Pack that includes this contract, the complete version of this contract will be inserted into your project.

This contract document is included in the [Proposal Kit Professional](#) and one or more [Contract Pack](#) products.

This sample has been truncated to only show the first part. The complete editable version of this contract is included in Proposal Kit Professional and Contract Pack products found at:

[ProposalKit.com/htm/proposal-software-products.htm](http://ProposalKit.com/htm/proposal-software-products.htm)

