Contractor Contract Template

**Prepared For:** [Contractor], [Contractor Address], [Contractor Contact Information]

**Prepared By:** [Client Name], [Client Address], [Client Contact Information]

This contract is made and entered into on [Date] by and between [Client] and [Contractor]. This contract shall become effective once both parties have agreed to all terms listed, and have provided their signatures in the spaces provided.

**I.** **General:**

As per the clients requirements, the contractor must possess all of the required licenses, insurance, and qualifications to work on [Project Name] in the state of [State Name]. The contractor shall also provide the personnel, equipment, and materials required to complete [Project Name].

**II. Scope of Work:**The contractor is responsible for completing all of the following by the deadlines set in the timeline section of this contract:

1.

2.

3.
4.
5.

**III. Timeline:**

|  |  |
| --- | --- |
| **Milestone Description** | **Due** |
|  |  |
|  |  |
|  |  |
|  |  |

**IV.** **Compensation:** The client is to pay the contractor for all work completed within [ Number of Days] days of milestone completion. Should all work be completed by the deadlines set in the project timeline, the payment schedule will be as follows:

|  |  |  |
| --- | --- | --- |
| Milestone Complete | Milestone Price | Payment Date |
|  |  |  |
|  |  |  |
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|  |  |  |
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**V.** **Work Order Changes:** Changes to work instructions or procedures may be made through any and all stages of the project. Changes must be proposed through a written change order and must be signed by both the client and contractor.
 **VI. Permits and Licenses:** The contractor is responsible for obtaining any permits that are required for project completion.

**VII. Insurance and Warranties:** The contractor must possess [Insurance Name] insurance up to [Dollar Amount]. The contractor guarantees that all work completed will be free from errors and defects, and must correct any issues found with their work within [Number of days] days of the project's completion.

**VIII. Termination:** This contract may be terminated by [Client] or [Contractor] if adequate notice is provided within [Number of Days] days. This contract will automatically terminate once both parties have fulfilled their obligations in terms of providing work and payment.  **X. Governing Law:** This agreement is to be governed byand construed in accordance with the laws of [State].

**XI. Additional Terms and Conditions:** [Insert any other terms and conditions of the agreement] **XII. Entire Agreement:** This contract represents the entire agreement between [Client] and [Contractor]. Any previous agreements, whether written or verbal, shall be superseded by the terms set in this written agreement.

**Signature and Date:** By signing this document, you agree to the terms and conditions set forth in this contract.

|  |  |
| --- | --- |
| Contractor Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Client Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Contractor Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Client Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Date Signed:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Date Signed:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |