



Statement of Work

What you can expect from us for the duration of this project.

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 projectpack.com

**Upon acceptance of the proposal issued to Client Name ("Client")
on January 1, 2019:**

- ✓ The Project is estimated to take 4 to 6 weeks of full-time work by one consultant.
- ✓ The Project rate is \$10,000 a week, which includes the focus of one consultant, along with project management and quality assurance services; a week, unless otherwise noted, starts on a Monday and ends on Friday.
- ✓ The Project is scheduled to begin at or before February 1, 2019.
- ✓ Each Friday, we'll meet to review the prior week and plan out the details of the upcoming week.
- ✓ Project updates will be sent to the Client at the end of each day.
- ✓ The Client is responsible for reviewing and providing feedback of all deliverables and questions within one business day of submission.
- ✓ Invoices will be issued weekly, and will be prepaid. Should a payment not be received by its due date, we reserve the right to pause work.
- ✓ A deposit equal to one week (\$10,000) is required now.

To commence, the deposit and this signed agreement must be received no later than January 10, 2018.

Title:

By:

Date:

