

# Statement of Work (SOW)

## Service Contract Template

### 1. Project Title

[Insert Project Name Here]

### 2. Parties

Client	[Client Name & Contact Details]
Service Provider	[Service Provider Name & Contact Details]

### 3. Purpose

[Briefly describe the purpose and goals of the service contract.]

### 4. Scope of Work

[Describe the work to be performed. List key deliverables, milestones, and exclusions.]

- [Deliverable 1]
- [Deliverable 2]
- [Additional details as needed]

### 5. Timeline & Milestones

[Insert key dates and expected completion timeline.]

Milestone	Date
[Milestone 1]	[Date]
[Milestone 2]	[Date]

### 6. Payment Terms

[Detail payment schedule, rates, and terms.]

### 7. Acceptance Criteria

[Describe criteria for deliverable acceptance by client.]

### 8. Assumptions & Dependencies

[List any project assumptions, pre-requisites or dependencies.]

### 9. Terms & Conditions

[Include references to relevant terms, confidentiality, termination, etc.]

### 10. Signatures

\_\_\_\_\_

Client Name

Date: \_\_\_\_\_

\_\_\_\_\_

Service Provider Name

Date: \_\_\_\_\_