

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: _____