

Service Contract Statement of Work (SOW)

Date: _____

SOW Reference Number: _____

1. Parties

Client: _____

Service Provider: _____

2. Project Overview

Brief Description of Services:

3. Scope of Work

1. _____
2. _____
3. _____

4. Deliverables & Milestones

Deliverable	Description	Due Date
_____	_____	_____
_____	_____	_____

5. Term & Schedule

Start Date: _____

End Date: _____

Key Milestones:

- _____
- _____

6. Responsibilities

Service Provider:

- _____
- _____

Client:

- _____

- _____

7. Payment Terms

Total Fees: _____

Payment Schedule:

- _____
- _____

8. Acceptance Criteria

- _____
- _____

9. Assumptions & Constraints

- _____
- _____

10. Signatures

Client Name & Signature

Date: _____

Service Provider Name & Signature

Date: _____