

# General Statement of Work (SOW) Template for Service Providers

## 1. Project Information

Project Name: .....

Date: .....

Service Provider: .....

Client: .....

## 2. Purpose & Objective

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## 3. Scope of Services

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## 4. Deliverables

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## 5. Timeline & Milestones

1. .... " Due: .....
2. .... " Due: .....

## 6. Payment Terms

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## 7. Roles and Responsibilities

- Service Provider: .....
- Client: .....

## 8. Acceptance Criteria

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## 9. Terms and Conditions

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## 10. Signatures

Service Provider, Name & Signature: .....

Date: .....

Client, Name & Signature: .....

Date: .....