This Letter of Understanding is entered into as of the Signing Date between the STUDENT(S) and the COMPANY for the purpose to describe the student project.

WHEREAS the STUDENT(S), enrolled at Conestoga College Institute of Technology and Advanced Learning (herein “Conestoga”), has (have) been asked to develop, design, and/or produce a prototype product or process for the COMPANY in the pursuit of either his/her/their academic requirements within a final year, capstone, or class project, or other project outside of academic pursuits (herein referred to as “PROJECT”);

AND WHEREAS the COMPANY has agreed to accept the quality and quantity of the STUDENT’s work in the pursuit of his/her/their academic requirement as presented in the final deliverable for the PROJECT and to accept the full responsibility and full risk of implementing the final deliverable into the COMPANY, the parties agree upon the following scope and schedule.

| Project Definition | |
| --- | --- |
| **Title** | KurbSide |
| **Description**  **(< 300 words)** | This will be a web-based software as service (SaaS) system for small businesses to sell items online, and for customers to purchase said items for pickup at the business. There will be no shipping of items from business to customer; However, customers will be able to place orders for items, which the business will then receive and handle. Customers will receive a notification when their item(s) are available to be picked up from the business… curb side. The system will allow for businesses to add new items, remove items, and run sales in their virtual store.  Reports will be generated upon request from businesses, such as monthly sales reports, list of items sold and a list of transactions within a specific date range.  A list of all orders can be viewed by the customer for further reference. Customers will also be able to favourite stores if they wish to repurchase items. |
| **Short Description**  **for Conestoga Website**  **(< 150 words)** | Kurbside is a web-based service designed for small businesses to have easy access to a curbside delivery system without hosting their own website. The service will allow businesses to display their inventory on our user-friendly website as well as support sales. Customers will be able to log on, search for products they are interested in and place an order. The business will then receive the order and prepare the requested items for curbside pickup. |
| **Deliverables** | 1. A web-based service where small businesses can organize curbside pickup with customers. 2. The businesses will be able to access a vendor only area to add, update and remove items from their virtual storefront. They will also be able to run sales on items. 3. Customers will be able to add items to a cart and then place orders via the checkout system. 4. Once an order has been placed the business will receive a notification of the items purchased and what needs to be packed 5. The customer will then receive a notification when their order is ready for pickup. 6. Report generation will also be possible for businesses to see how much money they are making. Customers will also be able to see previous orders. |
| **Start Date** | February 4th, 2021 |
| **End Date** | April 29th, 2021 |
| **Estimated amount of work (in hours)** | ~200 hours |
| **Budget Proposal** | ~$100 per hour for domain registration and hosting of the website + database. |
| **Intellectual Property** | All rights are reserved for the authors (Liam, Mark, Seth) who equally share any and all revenue, be it past, present or future. |
| **Company In-Kind Contribution** | N/A |

Having read and understood this Agreement, the STUDENT(S) and the COMPANY accept the above terms and conditions as of the Signed Date.

| Student 1 | T | T | COMPANY |  |
| --- | --- | --- | --- | --- |
| **Signature:** |  |  | **Signature:** | N/A |
| **Signing Date:** | February 4, 2021 |  | **Signing Date:** |  |
| **Name (Printed):** | Liam De Rivers |  | **Name (Printed):** |  |
| **Email:** | Lderivers6112@conestogac.on.ca |  | **Title:** |  |
|  |  |  |  | *I have authority to bind the COMPANY.* |
| Student 2 | T |  | **Name of Company:** |  |
| **Signature:** |  |  | **Address:** |  |
| **Signing Date:** | February 4, 2021 |  | **Tel:** |  |
| **Name (Printed):** | Mark Moerkerken |  | **Fax:** |  |
| **Email:** | Mmoerkerken7649@conestogac.on.ca |  | **Email:** |  |
|  |  |  |  |  |
| Student 3 |  |  | Witness |  |
| **Signature:** |  |  | **Signature:** |  |
| **Signing Date:** |  |  | **Signing Date:** | February 4, 2021 |
| **Name (Printed):** |  |  | **Name (Printed):** | Seth VanNiekerk |
| **Email:** |  |  |  |  |
|  |  |  |

This template-document has been developed by Conestoga’s Applied Research and Innovation office for the use in Research Projects. Conestoga is not a party to this Agreement.