

Scope of Work Form

Document/Form #302

This Scope of Work Form is to be completed and signed by both the Contractor and the Client to outline the specific tasks, deliverables, and responsibilities associated with the project as agreed upon in the accompanying General Contract and Agreement of Payment.

Project Details:

Project Name: _____

Project Location: _____

Contractor: _____ Client: _____

Description of Work:

Project Timeline:

Start Date: _____ Completion Date: _____

Additional Notes or Instructions:

Acknowledgement:

I, the undersigned, hereby acknowledge and agree to the scope of work outlined in this Scope of Work Form. I understand that adherence to these specifications is essential for the successful completion of the project.

Contractor Name: _____

Contractor Signature: _____ Date: _____

Client Name: _____

Client Signature: _____ Date: _____

NOTE: This Scope of Work Form is an integral part of the General Contract and Agreement of Payment and should be retained for record-keeping purposes by both the Contractor and the Client.

Footer/Additional Notes:

