Freelance Services Agreement

This Freelance Services Agreement ("Agreement") is entered into on mm/dd/yyyy between:

Freelancer: First and Last Name
Address: 123 Street, City, State, Zip Code
Email: sample@sample.com

Client: First and Last Name or Company Name
Address: 123 Street, City, State, Zip Code
Email: sample@sample.com

1. Services Provided

[Describe services here — e.g., graphic design, writing, web development]

2. Deliverables

[Describe deliverables here — include formats, deadlines, milestones]

3. Payment Terms

- Total fee: $_____
- Payment schedule: [Example: 50% upfront / Full payment upfront / Net 30 days]
- Payment method: [Example: PayPal / Bank transfer / Check]
- Late payment policy: [Example: No late fee / 5% after 14 days / Other]

4. Term

- Agreement starts on mm/dd/yyyy
- Agreement ends on mm/dd/yyyy

5. Confidentiality

Both parties agree to keep confidential any sensitive information shared during the project.

6. Intellectual Property Rights

- Upon full payment, the Client will own the rights to the final deliverables.
- Freelancer retains the right to use the work for portfolio and marketing purposes unless otherwise agreed.

8. Independent Contractor

Freelancer is an independent contractor responsible for all taxes and insurance.

9. Limitation of Liability

Freelancer is not liable for any indirect, incidental, or consequential damages.

10. Governing Law

This Agreement is governed by the laws of _____ [State/Country].

Freelancer Signature: _____	Date: mm/dd/yyyy
Client Signature: _____	Date: mm/dd/yyyy