**Square One Standard Statement of Work**

**First Edition, Second Update**

We agree to these terms, along with the Square One Standard Contractor Terms, First Edition, Second Update (https://squareoneforms.com/contractor/1e2u).

*Work to Be Done* {proofread and format the company’s annual marketing report for presentation to the company’s board of directors for up to eight hours}

*Fees* {$134.50 per hour}

*Billing* {monthly, in arrears, in fairly rounder quarter-hour increments}

*Payment Method* {ACH}

*Subcontractors* {“Yes” or “No”}

*Start Date* {February 1, 2020}

|  |  |
| --- | --- |
| **Client**  {ClientCo, Inc.}, {a Delaware corporation}  Signature:  Name:  Title:  Date:  E-Mail:  Address: | **Contractor**  Signature:  Name:  Date:  E-Mail:  Address: |