

FREELANCE AGREEMENT

This Freelance Agreement ("Agreement"), is entered into and made effective as of _____ (the "Effective Date"), by and between:

JakeyBoyProductions, ("Company"), with an address at: 140 Queens Road
Chester CH1 3BF

And,

_____, ("Freelancer") with an address at _____

Contact Information:

- Freelancer's Email: _____
- Freelancer's Phone Number: _____

Company and Freelancer are collectively be referred to as the parties.

WHEREAS:

1. The Company wishes to engage the Freelancer for certain freelance services, as detailed below;
2. The Freelancer possesses the qualifications, skills, and expertise essential to provide such Services to the Company; and
3. The Freelancer desires to render such Services to the Company.

NOW, THEREFORE, in consideration of the foregoing, and the mutual undertakings and promises contained herein, the parties hereby agree as follows:

1. PROJECT: The Company has enlisted the Freelancer to contribute to the Project titled: _____, outlined in detail in the scope of work below.

2. FREELANCER'S POSITION: The Freelancer is being engaged to fulfil the role of _____ (the "Position") for the Project, as specified in this Agreement.

3. SCOPE OF WORK: Pursuant to the Agreement, the Freelancer shall provide the following specific freelance services to the Client under the terms and conditions set forth herein (the "Services"):

In addition, the Freelancer shall perform such other duties and tasks, or make changes to the Services, as may be agreed between the Parties.

4. RESPONSIBILITIES: The Freelancer shall be responsible for the following:

1. The Freelancer shall perform all duties assigned as part of the Project with diligence, professionalism, and in alignment with the Client's specifications.
2. The Freelancer is expected to complete all tasks within the agreed timelines, providing deliverables that meet the quality and format requirements specified by the Client.
3. The Freelancer agrees to communicate regularly with the Client, providing updates on project progress and responding promptly to feedback and requests.
4. The Freelancer will make reasonable revisions to the work, if necessary, to ensure that deliverables align with project goals and standards.
5. The Freelancer shall adhere to all confidentiality and proprietary guidelines, safeguarding any sensitive information provided by the Client for the duration of the Project.
6. The Freelancer shall act professionally when representing the company, client or any other parties involved in the project.

In addition to the responsibilities stated above, the Freelancer shall also be responsible for any and all tasks communicated to them through other means.

5. DELIVERABLE DEADLINES

The Freelancer is responsible for meeting deadlines as set out by the project manager in external documentation.

6. COMMUNICATION AND UPDATES

1. The Freelancer will maintain regular communication with the Client, providing progress updates and addressing any concerns or questions promptly.
2. The Freelancer shall respond to feedback and participate in review sessions as required to ensure alignment with project goals.

7. REVISIONS

The Freelancer agrees to make reasonable revisions to deliverables as requested by the Client to ensure satisfaction with the final output. Revision requests will be based on Client feedback and must be completed within agreed timelines.

8. PAYMENT

In consideration for the performance of the Services, the Company shall pay the Freelancer the amount of £_____ per day, by one of the following modes:

- a) Bank transfer
- b) PayPal
- c) Any other mutually agreed mode of payment

9. INVOICE

The Freelancer will be entitled to invoice the Company bi-weekly, including details of working hours therein, and the Company shall have 30 days to pay the Freelancer's invoice.

10. EXPENSES: All costs and expenses incurred by the Freelancer in connection with the performance of the Services shall be the sole responsibility of and paid by the Freelancer.

11. APPLICABLE TAX: All charges payable under this Agreement are exclusive of taxes, surcharges, or other government-assessed amounts. Taxes levied upon or required to be paid by either the Company or the Freelancer shall be the sole and exclusive responsibility of each, respectively.

12. CONFIDENTIAL AND PROPRIETARY INFORMATION: In performing the Services, the Freelancer will have access to confidential and proprietary information of the Company. Confidential information refers to any information that is both confidential and commercially valuable to the Company. This Confidential Information may include digital materials, documents, techniques, methods, website development plans, financial data, marketing strategies, operational systems, reports, specifications, software, patents, trademarks, copyrights, databases, inventions, trade secrets, technical data, designs, processes, procedures, formulas, or improvements, which the Company considers confidential and proprietary.

13. OWNERSHIP OF WORK: The Parties agree that all work product, information, or other materials developed and created by the Freelancer in connection with the performance of the Services under this Agreement, along with any resulting intellectual property rights (collectively, the "Work Product"), shall be the sole and exclusive property of the Company.

14. NO SPECIFIC LOCATION AND HOURS RESTRICTIONS: The Company shall not impose any specific location requirements on the Freelancer and shall not control the hours or timing of the Freelancer's work. The Freelancer must, however, keep track of hours solely for billing purposes.

15. TERM AND TERMINATION: The Freelancer's engagement with the Company under this Agreement shall commence from the effective date and

will remain in force until terminated by either Party upon giving 14 days' prior written notice to the other Party.

The Parties may terminate this Agreement with 14 days' prior written notice if the other Party becomes incapable of performing its duties hereunder, including the duty to pay or perform.

16. INDEPENDENT CONTRACTOR: The Parties agree and acknowledge that the Freelancer is an Independent Contractor and is not, for any purpose, an employee of the Company. The Freelancer does not have any authority to enter into agreements or contracts on behalf of the Company and shall not represent any such authority.

17. INDEMNIFICATION: The Freelancer shall indemnify and hold the Company harmless from any liabilities, loss, damages, claims, and expenses, including reasonable legal fees, arising as a result of any act or omission by the Freelancer in connection with performing the Services or any breach of this Agreement by the Freelancer.

18. GOVERNING LAW: This Agreement and the Parties' rights herein shall be governed exclusively by the applicable laws of the United Kingdom.

19. ENTIRE AGREEMENT: This Agreement establishes the complete Agreement and understandings between the Parties regarding the subject matter herein and supersedes all prior understandings, negotiations, and agreements between the Parties.

20. WAIVER: Neither Party shall be deemed to have waived any provision of this Agreement, nor the exercise of any rights held under this Agreement, unless such waiver is made deliberately and in writing. A waiver by either Party of a breach or violation of any provision of this Agreement shall not constitute a waiver of any subsequent or other breach or violation.

21. SEVERABILITY: If any provision of this Agreement is held to be invalid, unenforceable, or illegal, in whole or in part, the remaining provisions shall not be affected and shall continue to be legal, enforceable, and valid, as though the invalid, illegal, or unenforceable parts had not been included in this Agreement.

22. AMENDMENTS: Any amendments to this Agreement may only be made in writing, signed by both Parties.

23. FORCE MAJEURE: The Freelancer shall not be held accountable for any failure to perform due to reasons beyond their reasonable control, including, but not limited to, acts of God, riots, actions by civil authorities, natural disasters, actions by military authorities, embargoes, or other acts arising from unforeseen circumstances.

24. HEADINGS: Headings are provided for convenience only and shall not be interpreted to limit or otherwise affect the provisions of this Agreement.

IN WITNESS WHEREOF, this Agreement has been executed and delivered with the free consent of the Parties as of the Effective Date first written above.

COMPANY: _____

Representative: _____

SIGNATURE: _____ *J. Murton*

FREELANCER: _____

Signature: _____

Dated: _____