



## STATEMENT OF WORK

**Company Name**  
Insert Company Number and ABN

**Statement Of Work Number**  
Insert Agreement Number for Agreement to Perform Consulting Services to

Date	Serviced Performed By:	Serviced Performed For:
	Northern Rivers Digital	

This Statement of Work (SOW) is issued pursuant to the Business Contract between **Insert Business Name Insert ABN** (“Client”) and NR Digital (“Contractor”), effective Date **insert date** (the “Agreement”). This SOW is subject to the terms and conditions contained in the Agreement between the parties and is made a part thereof. Any term not otherwise defined herein shall have the meaning specified in the Agreement. In the event of any conflict or inconsistency between the terms of this SOW and the terms of this Agreement, the terms of this SOW shall govern and prevail. This SOW **insert SOW** (hereinafter called the “SOW”), effective as of **insert date** is entered into by and between Contractor and Client and is subject to the terms and conditions specified below. The Exhibit(s) to this SOW, if any, shall be deemed to be a part hereof. In the event of any inconsistencies between the terms of the body of this SOW and the terms of the Exhibit(s) hereto, the terms of the body of this SOW shall prevail.

### Period of Performance

The Services shall commence once client has made payment and shall continue through until client requests cancellation with two weeks written notice (can be emailed to [accounts@northernriversdigital.com](mailto:accounts@northernriversdigital.com)).

## Services

Insert Service

### List Bonus

List Service Inclusion

## Contractor Responsibilities

Contractor will ensure all packages are live by the agreed date unless communicated via email to the client 24 hours prior to the due date.

## Client Responsibilities

Client will ensure all required information is sent to contractor when requested.

If client does not respond to emails with required information this will delay the agreed due date. Client will also make payment on invoices on due date.

## Fee Schedule

### Set-Up Fees

#### Name of Set-Up Fee

Insert Price

**TOTAL** *(Payable on Sign - Up, you will receive an invoice once we received signed paper work)*

Insert Total Cost

#### Insert Service

Insert Monthly Change

#### Insert Service

Insert Monthly Change

## Invoice

### Insert Service (Monthly Billing Cycle to commence from date of activation)

Service and Monthly Charge.

**TOTAL** Total Charge

Outside of other packages we offer you will be charged at a loyalty rate of \$70.00 per hour for services rendered. For eg: If we need to amend the logo you will be charged at a rate of \$70.00 per hour billed in minutes. If for any reason you cancel your subscription services your charge rate will be \$85.00 per hour unless otherwise discussed billed in 15minute time slots

## Billing Cycle

You will receive invoice (set-up fee ) on contract sign up. Once set-up Process is finalised you will receive you first monthly invoice which is due on receipt.

## Completion Criteria

Contractor shall have fulfilled its obligations when any one of the following first occurs:

- Contractor accomplishes the Contractor activities described within this SOW, including delivery to Client of the materials listed in the Section entitled\
- “Deliverable Materials,” and Client accepts such activities and materials without unreasonable objections. No response from Client within 2-business days of deliverables being delivered by Contractor is deemed acceptance.
- Contractor and/or Client has the right to cancel services or deliverables not yet provided with 14 business days advance written notice to the other party.

IN WITNESS WHEREOF, the parties here to have caused this SOW to be effective as of the day, month and year first written above.

Northern Rivers Digital

Date:

Name: Kristoffer Enoch

Signature:

Business Name:

Date:

Name:

Signature: