



Project Partnership Agreement

Fill-in-the-Blank Form

_____ (Consultant) and _____ (Client)
agree to work in partnership to undertake the development of
_____. The purpose of this project is to (Describe project info
here) _____

_____.

To ensure the success and effectiveness of this project, both _____
and _____ will need to fulfill their partnership responsibilities.
_____ and _____ agree to the following:

1. Number of team members or who is on the team...
2. How you will work together
3. How you will give feedback
4. How to improve communication
5. Any ground rules or protocols for productivity go here!

_____ (Client) will provide _____ with the
necessary information to complete the project. This information will include:

List the information or documents here.

In addition to the information identified, _____ agrees to provide
any other reasonable information requested by _____ to complete
the project (or other action)

_____ (Consultant) agrees to provide information to
_____ (Client). This will include:

List any deliverables, information, studies, documents, etc., here.

In addition, _____ (Consultant) will convene, on a monthly basis, a feedback and progress report meeting with the members of _____ (Client) project team.

The purpose of these meetings will be to provide two-way feedback about the process, effectiveness of communication and how the relationship is meeting expectations.

List any deliverable dates, milestones etc., here

List any additional options or ideas for moving forward here.

A partnership agreement is based on the mutual desire of both parties to ensure that the venture is successful. Both _____ (Client) and _____ (Consultant) will work together to keep each other informed, develop ideas and use the skills of both parties to help to build a successful business.

Signed _____
On behalf of (Consultant)

Signed _____
On behalf of (Client)

Date _____

Date _____