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## 12. Independent Contractor Agreement (project-specific)

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[designer inc] Date  
[address]

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This letter will serve as an agreement between [designer inc] and [artist], an independent contractor, for the period [date] to [date]. [artist] will provide the following services at the following rates:

Service	Rate
	\$
	\$

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All materials, including digital files, artwork, proofs, photographs, used in the preparation and production of goods ordered, shall remain the exclusive property of [designer inc]. Work is subject to inspection and acceptance by [designer inc] within ten (10) working days after delivery. Unsatisfactory services shall not be paid for. [designer inc] may cancel this agreement in whole or in part prior to delivery, and the price payable shall then be determined upon reasonable costs incurred to date of cancellation. Upon receipt of all orders, [artist] shall establish a schedule, in consultation with [designer inc] and [artist] shall adhere to the established time frame. If [artist] does not substantially comply with the delivery schedule, [designer inc] reserves the right to approve a revised schedule or to terminate this agreement without liability to [designer inc] on account thereof.

If [artist] ceases to conduct operations in the normal course of business (including but not limited to meet the obligations as they mature), [designer inc] may terminate this agreement without liability except for services which are completed and subsequently delivered in accordance with the terms and conditions of the agreement.

Alterations will be invoiced to [designer inc] at the rate agreed upon by [designer inc] and [artist], at the time alterations are ordered. If [artist] does not inform [designer inc] in writing of alteration costs at the time alterations are ordered, [artist] agrees to accept as payment in full reasonable costs as determined by [designer inc], for such alterations.

[artist] will be responsible for self-employed taxes, insurance and benefits. In addition, [artist] will provide work environment, schedule, equipment and supplies within contract labour service fees.

[designer inc] will not be responsible for any of the above-mentioned items. [designer inc] will be responsible for payment of hourly service work based on advanced bids per project services rendered.

It is further agreed by both parties that confidential client information will remain confidential. Additionally, both parties agree to refrain from providing direct services to each other's clients without written consent by the other party.

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Agreed and approved  
[designer inc]

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Agreed and approved  
[artist]

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Date

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Date

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