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Compensation Agreement

This **Compensation Agreement** ("**Agreement**") is entered into on _____ ("**Effective Date**"), by and between the parties below:

Company

Recipient

The Company and the Recipient may be referred to individually as a "**Party**" and collectively as the "**Parties**."

1. Purpose of the Agreement

The purpose of this Agreement is to establish the terms under which the Company will provide compensation to the Recipient in exchange for services performed, responsibilities undertaken, or other contributions made to the Company.

This Agreement sets out the structure, timing, and conditions of compensation and is intended to provide clarity regarding payment obligations and related expectations.

2. Scope of Services or Role

The Recipient agrees to perform the following services or fulfill the following role for the Company:

Role or Position: _____

Summary of Responsibilities:

The Recipient agrees to perform such services in a professional manner and in accordance with the reasonable standards, policies, and operational procedures of the Company.

3. Compensation Structure

In consideration of the services provided, the Company agrees to compensate the Recipient as described below.

Compensation Type	Description	Amount	Payment Frequency
Base Compensation	Fixed payment for services performed		
Performance-Based Compensation	Additional compensation tied to measurable performance criteria		
Commission (if applicable)	Payment calculated as a percentage of defined revenue or sales		
Bonus (if applicable)	Discretionary or milestone-based payment		

The specific performance metrics, milestones, or targets associated with any variable compensation may be communicated by the Company in writing from time to time.

4. Payment Terms

Payments under this Agreement shall be made according to the following terms:

The Company shall issue payments using _____. Unless otherwise stated, payments shall be made within _____ days following the applicable payment date or completion of the relevant services.

The Recipient is responsible for providing accurate payment details and promptly notifying the Company of any changes.

5. Expenses

Unless otherwise agreed in writing, the Recipient shall be responsible for all ordinary expenses incurred in connection with the performance of services.

The Company may reimburse reasonable and necessary business expenses when:

- The expense has been pre-approved by the Company, and
- Supporting documentation is provided within _____ days after the expense is incurred.

Reimbursements shall be made within a reasonable time following approval.

6. Taxes and Withholdings

The treatment of taxes shall depend on the Recipient's relationship with the Company.

If the Recipient is classified as an employee, the Company may withhold applicable taxes and deductions as required by law.

If the Recipient provides services as an independent contractor or consultant, the Recipient is responsible for reporting and paying all applicable taxes, contributions, or governmental charges related to the compensation received.

The Recipient agrees to comply with all applicable tax reporting obligations.

7. Performance Expectations

The Recipient agrees to perform the services with reasonable skill, care, and diligence.

Where compensation is linked to performance outcomes, eligibility for such compensation may depend on the Recipient achieving agreed targets, maintaining satisfactory performance standards, and complying with Company policies.

The Company may review performance periodically to determine eligibility for performance-based payments.

8. Confidential Information

During the course of performing services, the Recipient may have access to confidential or proprietary information belonging to the Company.

The Recipient agrees to maintain the confidentiality of such information and not disclose or use it for any purpose other than fulfilling obligations under this Agreement, unless authorized by the Company in writing or required by law.

This obligation continues after this Agreement ends.

9. Term and Duration

This Agreement becomes effective on the Effective Date and shall remain in effect until:

- The completion of the services described in this Agreement, or
- Termination in accordance with the Termination clause.

The Parties may extend the duration of this Agreement by mutual written agreement.

10. Termination

Either Party may terminate this Agreement by providing _____ days' written notice to the other Party.

The Company may terminate this Agreement immediately if the Recipient:

- Fails to perform the agreed services in a satisfactory manner,
- Violates Company policies or applicable laws, or
- Engages in conduct that materially harms the Company's business interests.

Upon termination:

- The Recipient shall be entitled to compensation earned for services properly performed up to the termination date.
- Any unpaid compensation shall be paid according to the payment terms stated in this Agreement.
- Any Company property, records, or confidential information in the Recipient's possession must be returned or securely deleted.

11. Independent Relationship

Nothing in this Agreement is intended to create a partnership, joint venture, or employment relationship unless the Parties expressly state otherwise.

The Recipient shall not represent themselves as having authority to bind the Company to any obligation unless such authority is explicitly granted in writing.

12. Amendments

This Agreement may be modified only through a written amendment signed by both Parties. Verbal agreements or informal communications shall not change the terms of this Agreement.

13. Governing Law and Dispute Resolution

This Agreement shall be governed by and interpreted in accordance with the laws of _____.

If a dispute arises in connection with this Agreement, the Parties agree to first attempt to resolve the matter through good faith negotiations. If the dispute cannot be resolved through negotiation, either Party may pursue resolution through the courts or other legally recognized dispute resolution procedures in the governing jurisdiction.

14. Entire Agreement

This Agreement constitutes the entire understanding between the Parties regarding compensation for the services described herein and replaces all prior discussions, representations, or agreements relating to the same subject matter.

By signing below, the Parties confirm that they have read, understood, and agreed to the terms of this Compensation Agreement.

Company

Name

Date

Signature

Recipient

Name

Date

Signature

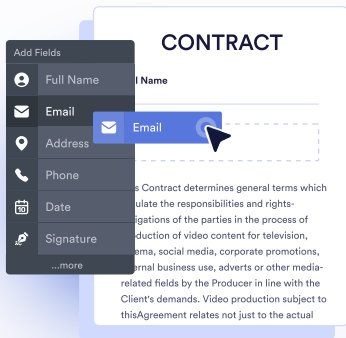


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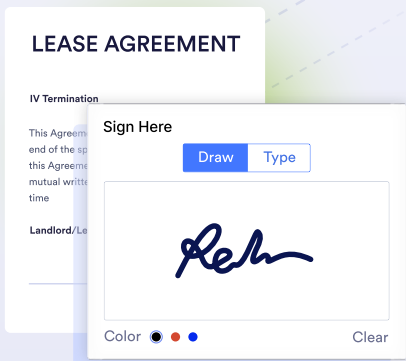
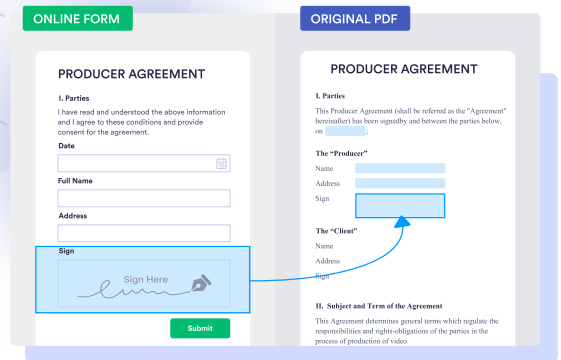
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