

TEAM CONTRACT

1. Parties

This **Team Contract** (shall be referred as "**Contract**" hereinafter) has been signed on _____, by and between the parties indicated below, which shall be referred as the "**Team**" collectively;

The "**Team Leader**"

Team Member 2

Team Member 3

Team Member 4

2. Objective

The objective of this Contract is to successfully complete _____ (the "**Project**" hereinafter), ensuring that all goals and objectives of the Project are met in a timely and efficient manner. This Contract aims that the Team to work collaboratively, communicate effectively, appropriate for the timeline and strengths to produce a high-quality result that meets the requirements of the Project.

3. Roles and Responsibilities of the Parties

Within the scope of this Contract, _____ is the Team Leader of the Team. The Team Leader shall be responsible for coordinating and delegating tasks among team members. Coordinating includes ensuring that the team stays on schedule and meets all deadlines, facilitating communication among team members and with external stakeholders and providing regular progress reports to the client and/or project sponsor. The Team Leader shall be solely responsible for managing the Project budget.

Each Team Member shall be responsible for communicating regularly and follow the instructions of the Team Leader. Each team member shall be under obligation of completing assigned tasks on time and to the best of their ability. Team Members shall bring any issues or concerns to the attention of the Team Leader.

Team members shall communicate with each other in a respectful and honest manner and collaborate and work together towards the common goals of the Team. Each team member will contribute their skills and expertise to the team, and will be willing to assist others when needed.

4. Communications

Regular meeting day and hours of the Team is as follows;

Regular Meeting Day	Hours

All members of the Team are obliged to attend the regular meetings unless they notify the team leader of a valid excuse.

5. Timeline

The team agrees to work together and complete the project within the agreed-upon timeline. The timeline is as follows:

Phase	Date	Operations
Project Start		-
I. Phase		
II. Phase		
III. Phase		

In case of any delays or obstacles that affect the timeline, the team members agree to promptly communicate with each other to address the issue and adjust the timeline as necessary.

6. Resources and Costs

The resources required for the Project shall be provided by the Project Organizer and will include but are not limited to equipment, software, and access to relevant data.

The cost of the project shall be divided into specific phases, and the Project Organizer will pay the team based on milestones achieved. The specific milestones and payment amounts are outlined in the Project Plan which was signed on _____ by all team members and the Project Organizer.

Any additional resources or costs required for the project that were not originally agreed upon will require the Project Organizer's prior approval. The team will provide a detailed explanation of the additional resources and costs, along with an estimated timeline for completion.

In the event of a dispute regarding the resources or cost of the Project, both parties agree to work together in good faith to resolve the issue. If a resolution cannot be reached by the Team Members, the matter will be escalated to a third-party mediator.

7. Accountability

The team members will be held accountable for their individual and collective contributions to the Project. Each team member shall be responsible for completing their assigned tasks within the agreed-upon timelines and meeting the expected level of quality.

Each member of the team is responsible for keeping a record of all work and transactions. This includes any expenses incurred within the scope of the Project. The Team shall also be responsible for ensuring that all work completed is original and free of plagiarism. Any references or external sources used in the project must be properly cited and acknowledged.

If any team member fails to meet their responsibilities or is found to be in breach of this accountability clause, the Team Leader shall take appropriate action. This may include but is not limited to reassigning tasks, providing additional training, or in situations that jeopardize the completion of the Project, terminating the team member's involvement in the Project.

8. Governing Law

This Agreement shall be construed in accordance with the laws of the State of _____ and the obligations, rights and remedies of the parties hereunder shall be determined in accordance with such laws.

The parties agree and undertake to act in accordance with the legislation and laws to be applied specifically to the Project.

Team Leader

Date

Signature

Team Member 2

Date

Signature

Team Member 3

Date

Signature

Team Member 4

Date

Signature



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