**Scope of Work Agreement**

Client: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Scope of Work for: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Overview**

The purpose of this installation is to integrate the (Product) onto the existing network as a network printer/copier, using the (Product) and Network Interface Board (NIB).

Reseller \_\_\_\_\_\_\_\_\_\_\_\_\_\_ (\_\_\_\_\_\_\_) will deliver the (Product) with NIB.

The client will provide cabling capable of running 10/100 mbs, a patch cable with RJ 45 connectors, an active designated hub port with a unique print queue and static IP address.

**Implementation**

(Reseller), in coordination with (Client’s Employee), will assist with the install of the (Product) onto the network. (Client’s Employee) will be responsible for supplying a patch cable with RJ 45 connectors, an active designated hub port with a unique print queue and static IP address prior to installation. (Reseller) will assist loading software onto the server and one designated PC. (Reseller) will provide up to two (2) hours training for one network administrator, if needed, to install software onto remaining PC’s and provide \_\_\_\_\_\_\_\_\_\_\_\_\_ printer applications training for network use.

(Reseller) will provide consultation for the successful installation\* of the (Product) onto the client’s network, limited to the following:

(Network Software)

(Operating System)

\* Successful installation is the ability to print a standard test page from a designated workstation to the (Product).

**Considerations**

Once a successful installation\* has been proven, (Reseller) considers the Project complete. If a client has other applications, programs or initializes any reconfiguration of the existing network where (Reseller) assistance is needed, a commitment in the form of purchased timeblocks \*\* or hourly rates \*\*\* will be necessary. Given the various forms of software and their applications, (Reseller) cannot guarantee broad-spectrum integration and functionality with the (Product) software. The site survey revealed the following software which may have limited features use:

(Specify Software)

**Installation Schedule**

This install requires a network representative from (Client) to be present. In the event that a network representative is not available, please call (Reseller’s Phone No.) and reschedule. Failure to reschedule within four (4) business hours of your appointment may result in trip charges.

\* Successful installation is the ability to print a standard test page from a designated workstation to the (Product).

\*\* Timeblocks are discounted blocks of time, which can be purchased in \_\_\_ hour minimums, to help manage costs on connectivity issues.

\*\*\* Hourly rates are charged at the rate of $\_\_\_\_\_\_/hr. for the first hour and 1/4 hour increments thereafter. Note: Destination charges, at Zone \_\_\_ rate of $\_\_\_\_\_\_\_ apply.

This Scope of Work Statement supplements the purchase order/sales documents between the parties, but does not replace the terms thereof.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Reseller Signature

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Client Signature