

CONTRACT BRIEF

Website Design and Development Independent Contractor Agreement

Effective Date: October 5, 2026 | Governing Law: Delaware

Design and develop a new company website, including source code and design files.

This brief is for convenience only. It is not part of the agreement and does not amend it. If this brief differs from the agreement, the agreement controls.

PREPARATION STATUS

This package was prepared by NOMOS document-generation software from the facts and drafting choices approved by the customer. Unless a separate written review confirmation states otherwise, it has not been reviewed or approved by an attorney or law firm.

PARTIES

BluePeak Labs LLC

Daniel Reed

GOVERNING LAW

Delaware

LEGAL AND PRACTICAL NOTICES

Review the defined term 'Approver' and the acceptance timing to ensure they match your operational workflow.

Consider whether you want mutual confidentiality obligations, since the current scope protects only the Hiring Party's confidential information.

AGREEMENT STRUCTURE

Engagement and Independent Contractor Status: Engages Daniel Reed as an independent contractor for the website project and confirms his independence.

Term: Sets the engagement term from October 5, 2026 through November 29, 2026.

Scope of Services and Deliverables: Defines the website design and development deliverables and the acceptance criteria.

Acceptance Process: Sets Sarah Mitchell as the approver and describes design approval and final acceptance.

Change Control: Requires mutual approval for out-of-scope changes and permits fee and schedule adjustments.

Compensation: States the \$8,000 total fee, the four milestone payments, and the 7-day payment deadline.

Expenses: Makes the Contractor responsible for normal expenses and provides for reimbursable advance-approved extra expenses.

Schedules and Delays: Extends the schedule for delays while keeping payments tied to actual milestones.

Ownership of Work Product: Retains Daniel's ownership until full payment and then transfers ownership to BluePeak.

Confidentiality: Requires Daniel to keep BluePeak's confidential information private and use it only for the services.

Termination: Allows either party to terminate on 7 days' written notice and addresses partial payment and ownership.

Governing Law: Selects Delaware law to govern the agreement.

General Provisions: Contains standard administrative provisions for the agreement.

Signatures: Provides signature blocks for Sarah Mitchell and Daniel Reed.