

Freelance Agreement

Herrington Publications Worldwide (Pty) Ltd

This Freelance Agreement is entered into and made effective as of (February 9, 2021), by and between Herrington Publications Worldwide (Pty) Ltd. (**HPW**), with an office located at U35, 38 Labrador St, Labrador, 4215, QLD, Australia), and

(Freelancer name and address)

WHEREAS:

The client has a need for services; and the Freelancer has an interest in performing such services for client; and the parties wish to set forth the terms and conditions upon which such services will be provided to client; NOW, THEREFORE, in consideration of the foregoing, and the mutual promises herein contained, the parties hereby agree as follows:

Description of Service and Payments

HPW will attain clients and send the work needed to be done over to the Freelancer of: marketing, branding, interviewing client, book publishing, content writing, copy writing, editing, graphic design, web design, business coaching, training, and researching.

Articles and all projects to be completed in a timely and professional manner. All clients are to pay half down when order is placed between client and freelancer and client is to pay the balance on completion of job to the Freelancer. 15% of the total job payment to be paid to HPW within 7 days of job completion as an agents fee for referral. All payments to be paid on the HPW website. **Prices to be determined to by freelancer with the client. HPW is not in control of the hours worked or pricing.** Freelancer will always fact check work by reading it over the internet with the client to get the facts and ensure they are authorized and correct when the work is done. Generally, only three rounds of revisions are allowed in the industry (the accepted standard worldwide). Violation of this rule will mean immediate cancellation of the agreement between HPW and the freelance worker.)

Intellectual Property Rights.

Retained Rights. Each party will retain all right, title, and interest in and to its own pre-existing intellectual property irrespective of any disclosure of such, subject to any licenses granted herein. Use of any written, typed, crafted product, article, book, chapter(s) story, or interview is granted to HPW in perpetuity for its magazines and website. No payments are due beyond this agreement and after the Freelancer collects their monies from the client. Information of client should not be disclosed to third parties: the deliverables, discoveries, ideas, concepts, software in various states of development, designs, drawings, specifications, techniques, models, data, source code, source files and documentation. Freelancer will not use client's name, likeness, or logo (client's "identity"), without client's prior written consent, to include use or reference to client's identity, directly or indirectly, in conjunction with any other clients or potential clients, any client lists, advertisements, news releases or releases to any professional or trade publications.

Freelancer may terminate this Agreement upon thirty days prior written notice provided there are no open projects at the time notice is given. Nothing contained in this Agreement shall create an

employer and employee relationship, or a principal and agent relationship between Freelancer and HPW or Freelancer and the client. Client, HPW and Freelancer agree that Freelancer is, and at all times during this Agreement shall remain, an independent contractor. If any of the Services performed or deliverables delivered do not conform to specified requirements, client may require the Freelancer to perform the services again or replace or repair the non-conforming deliverables in order to bring them into full conformity with the requirements, at Freelancer's sole cost and expense.

The Parties shall make a good-faith effort to amicably settle by mutual agreement any dispute that may arise between them under this Agreement.

Freelancer may terminate this Agreement upon thirty days prior written notice provided there are no open projects at the time notice is given.

Freelancer will perform the services hereunder in a professional and worklike manner, and will comply with all applicable federal and other jurisdictional laws in performing the services.

Terms and Conditions

This Freelance Agreement is governed by the terms and conditions provided herein.

IN WITNESS WHEREOF, by their respective signatures below, the parties have caused the Agreement to be duly executed and effective.

Herrington Publications Worldwide (Pty) Ltd

Freelancer

Hazel Meares

Ms. Hazel Meares, BA
Chief Executive Officer
February 11, 2021

Typed name:
Title:
Date:

For future use with clients that have selected the Freelancer every time the Freelancer works with a client:

Scope of work explained here with price per hour and total hours not to exceed:

Date agreed upon:

Signature:

Printed name: