

# How your project agreement works

PixelCrayons | Sample agreement companion | 9 October 2026

This guide explains the proposed agreement structure. It is not a signed order. Review the core agreement and the SOW relevant to your service; the final completed documents define your engagement.

## One contact and a clear scope

One account manager coordinates specialist delivery, updates, approvals and handover. You name a business approver and backup. Before payment, agree deliverables, quantities, required inputs, full price, currency, taxes, external costs, dates and acceptance checks.

## From brief to handover

Share your requirement. We confirm a written scope and proposal. Review the work against the agreed checks, then authorise publication or handover. New requirements need an approved price and timeline. Correcting an agreed-scope error is not a paid change.

## Ownership, confidentiality and access

Agree ownership of paid bespoke work, source files, third-party licences and account access. Use an NDA before sharing confidential information where appropriate. Keep accounts in your business name where supported. We need your permission to publish work or use it in our portfolio. Do not send passwords or confidential customer records through the public enquiry form.

## Commitment and remedies

A fixed project does not automatically become a subscription. For monthly work, confirm the billing cycle, commitment and cancellation terms in writing. The SOW states the support window and acceptance checks. The proposed agreement provides a correction process and reconciliation of prepaid undelivered work, with legal and commercial selections completed before signing. It does not guarantee rankings, revenue or AI output accuracy.

## Choosing the right sample

Read the core agreement once, then the website/project, marketing, creative, maintenance or automation SOW that matches your requirement. A paid trial or feasibility study is a separately agreed piece of work, not a free trial or automatic commitment to a larger project. Regional pricing and exact deliverables come from your approved quote, not an unfilled template.