

Anchor Marketing 501(c)(3) Nonprofit Project Agreement



One member of (nonprofit) is to be assigned as sole liaison between Anchor Marketing and (nonprofit). This person is (insert name here). In case of communication delay or difficulty, the secondary contact is (insert name here).

Charges

Anchor Marketing will provide time and services for up to three (3) meetings with the client, including marketing plan, conceptualizing, copy, layout and design. The client will be billed for out-of-pocket expenses. Any production costs to outside vendors will be billed direct to the client. Anchor assumes no responsibility for hard costs, including printing and media fees.

Project Value Estimate: \$6,400.00

All project estimates are solely dependent on (nonprofit's) ability to provide the necessary project material in the format requested and in a timely fashion.

Production Timeline (TBD after nonprofit organization has been selected)

Deliverables include content, graphics, photographs or information needed to complete the project.

Deliverables from (nonprofit):

Agreed-upon number of concepts for project:

Agreed-upon number of revisions for chosen concept:

Final delivery of digital files and/or (other project items) to (nonprofit):

Estimated project completion date:

Legal Requirements

Client assumes all responsibility for use of any artwork, copyrighted material or trademark(s) provided by the client or by direction or request of the client to Anchor Marketing for use in the project.

Reproduction of Work

The client assumes full reproduction rights upon completion of the project.

Anchor Marketing retains personal rights to use the completed project and any preliminary designs for the purpose of design competitions, future publications on design, educational

purposes and the marketing of Anchor Marketing's business. Where applicable, the client will be given any necessary credit for usage of the project elements.
Client-supplied hard copy photographs will be returned upon completion of the project.

Termination of Agreement

In the event that (nonprofit) and Anchor Marketing conclude that the project has reached a point where continuance is no longer desirable, this project is subject to a mutually agreed-upon termination. In the event of cancellation of this assignment, ownership of all concepts, sketches, programming and revisions shall be retained by (nonprofit).

**Acceptance of agreement: The above specifications and conditions are hereby accepted.
Anchor Marketing is authorized to execute the project as outlined in this agreement.
Proposal is accepted as outlined above.**

(Nonprofit's) Signature _____

Anchor Marketing Signature _____

Date ____/____/____