



SAMPLE DOCUMENT

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SCOPE OF SERVICES OUTLINE

THIS AGREEMENT, Made as of (Current Date), In the Year of (Current Year)

Between the Owner:

Contact Primary Full Address
Contact Telephone

And the Architect:

Company Full Address
License Number
Telephone

For the Project:

Project Address

The Owner and the Architect agree as set forth below:

Schedule of Services

Project Phase	Provided By Architect	Provided By Owner	Compe Type
Preliminary Planning			
Site Analysis			
Schematic Design			
Design Development			
Construction Documents			
Bidding and Negotiations			
Construction Administration			
Post Construction			
Supplemental Services			

Methods of Compensation:

F=Fixed Amount, H=Hourly, SPP=Salary Plus Percentage,
CP=Construction Cost Plus Percentage, FPE=Fees Plus Expenses

Initialed by: O

1.800.700.8321
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