COLLABORATION AGREEMENT

This Collaboration Agreement (this "Agreement") takes effect on _____, 20____ (the "Effective Date"). The collaborators named below agree to work together on the project called _____ (the "Project").

Collaborator 1: _____, mailing address _____.

Collaborator 2: _____, mailing address _____.

Collaborator 3 (if any): _____, mailing address _____.

Collaborator 4 (if any): _____, mailing address _____.

1. THE PROJECT

Project type (check one): [ ] creative or media; [ ] influencer or brand; [ ] research or academic; [ ] product or software; [ ] event or campaign; [ ] other. Description: _____.

Deliverables: _____. The deliverables and all drafts, files, code, data and other work made for the Project are the "Project Results."

Timeline (check one): [ ] until the deliverables are finished; [ ] until _____, 20____; [ ] until the collaborators end it in writing. Milestones (if any): _____.

2. ROLES AND CONTRIBUTIONS

Each collaborator will do the following: _____.

Each collaborator will contribute the following (money, work, equipment, space or existing material; say if property is lent or given): _____. Lent property stays its owner's and is returned when this Agreement ends.

Each collaborator keeps what it owned before the Project ("Background IP") and lets the others use it as needed for the Project and for the Project Results.

3. COSTS AND REVENUE

Costs (check one): [ ] each collaborator pays its own; [ ] approved project costs are shared equally; [ ] _____ pays approved project costs. Any single expense over $_____ needs everyone's approval.

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Revenue (check one): [ ] shared as follows: _____ (shares must total 100%), based on [ ] net revenue after approved costs [ ] gross revenue, collected by _____ and paid [ ] monthly [ ] quarterly [ ] within 15 days after each payment, with a statement; [ ] agreed payments: _____; [ ] no shared revenue.

Revenue earned after this Agreement ends keeps being shared on the same terms unless all collaborators agree otherwise in writing. Each collaborator pays its own taxes on what it receives.

4. OWNERSHIP AND CREDIT

The Project Results are owned (check one): [ ] jointly by all collaborators, and none may sell or license them outside the Project without everyone's written consent; [ ] by each collaborator for the parts it creates, with inseparable parts shared and a license to the others to use each part in the finished work; [ ] by _____, to whom the others assign their rights in this signed Agreement, with a license back for [ ] portfolio use only [ ] any lawful use.

Credit (check one): [ ] every collaborator in the order listed above; [ ] alphabetical; [ ] as follows: _____; [ ] none required. Names and photos may be used to promote the Project: [ ] yes [ ] only in factual credits.

Influencer and brand projects: every post that promotes another collaborator's brand, product or service must disclose the connection clearly and conspicuously in the post itself, as the FTC's Endorsement Guides (16 C.F.R. Part 255) call for.

5. DECISIONS, CONFIDENTIALITY AND OUTSIDE WORK

Decisions are made by (check one): [ ] all collaborators; [ ] majority, one vote each; [ ] the project lead, _____, for day-to-day matters. Changing the scope or shares, adding a collaborator, licensing outside the Project and amending this Agreement always need everyone.

Each collaborator will keep the others' non-public information confidential during this Agreement and for _____ years after it ends.

Exclusivity (check one): [ ] none; [ ] while this Agreement lasts, no collaborator will work on a directly competing project in this field: _____.

6. LEAVING THE PROJECT

A collaborator may leave on _____ days' written notice. A collaborator who materially breaches and does not cure within 30 days after notice may be removed by the others.

When a collaborator leaves (check one): [ ] the others may continue and use its contributions, and it keeps a revenue share for work it helped make; [ ] the others may continue and use its contributions, and it keeps only revenue earned before it left; [ ] it may take back unreleased material it made alone. Released or merged work stays in the Project.

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7. RELATIONSHIP, DISPUTES AND GENERAL TERMS

The collaborators are not partners, joint venturers or agents of each other, and none may bind another. Each is responsible for its own debts, taxes, staff and conduct.

The laws of the State of _____ govern this Agreement. Disputes will be resolved (check one): [ ] by mediation, then court; [ ] in the courts of _____ County; [ ] by binding arbitration.

This Agreement is the complete agreement about the Project and can be changed only in writing signed by all collaborators. If any part is unenforceable, the rest stays in effect. It may be signed in counterparts and electronically. Date signed: _____.

Additional terms: _____

SIGNATURES

Collaborator 1

Signature: _____ Date: _____

Printed Name: _____

Collaborator 2

Signature: _____ Date: _____

Printed Name: _____

Collaborator 3 (if any)

Signature: _____ Date: _____

Printed Name: _____

Collaborator 4 (if any)

Signature: _____ Date: _____

Printed Name: _____

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