

# 5 CONTRACTS FOR EVERY TYPE OF BUSINESS

A well drafted contract will reflect the mutual agreements between you and another party, while accurately memorializing the rights, duties and obligations of the parties involved.

## NONDISCLOSURE AGREEMENT

Keep your products and/or services, customer lists, processes, procedures, intellectual property, and overall ideas about your business secret and wholly amongst the parties. You can share your business ideas in confidence, knowing that the person you're sharing with, is bound by the duty of confidentiality.



## INDEPENDENT CONTRACTOR AGREEMENT

In providing or receiving services for your business, this contract will cover the basics, including what the services entail, payment terms, dispute resolution, limitations on liability, and otherwise manage the parties' expectations.

## PARTNERSHIP AGREEMENT

Whenever you collaborate with another for the purpose of carrying on a business, you have formed a partnership. If you don't sign off on the terms and conditions, state law will do it for you. Don't let the state law dictate the terms of your relationship with your partner.



## EMPLOYMENT AGREEMENT

If you plan to hire staff, whether it be a sales representative or receptionist, a contract mapping out the employment relationship is essential to maintaining a functioning and cohesive business.

## SETTLEMENT AND RELEASE AGREEMENT

You don't go into business with the hopes of being sued, but for many, it's an unfortunate reality. Be prepared to settle any disputes on your own terms and with confidence that no future claims from that particular party will haunt you later on down the line.

