

Collaborating Vendor Agreement

Date: [Insert Date]

Vendor Name: [Insert Vendor Name]

Vendor Address: [Insert Vendor Address]

Dear [Vendor Name],

We are pleased to enter into a collaborative partnership with you as a vendor. This agreement outlines the terms and conditions under which we will work together.

1. Purpose

The purpose of this agreement is to [Briefly describe the purpose of the collaboration].

2. Scope of Work

Our collaboration will include the following services and responsibilities:

- [Service or Responsibility 1]
- [Service or Responsibility 2]
- [Service or Responsibility 3]

3. Payment Terms

In consideration for the services provided, the following payment terms shall apply:

- [Payment Term 1]
- [Payment Term 2]

4. Duration

This agreement shall commence on [Start Date] and continue until [End Date], unless terminated earlier by either party with [Insert notice period] notice.

5. Confidentiality

Both parties agree to maintain confidentiality regarding any proprietary information shared during the collaboration.

6. Acceptance

If you agree to the terms of this Collaborating Vendor Agreement, please sign below:

[Vendor Name] - [Title]

Date: _____

Thank you for your attention. We look forward to a successful collaboration.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Company Address]