

Cooperation Agreement

Date: [Insert Date]

From: [Your Company Name]

[Your Company Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

To: [Subcontractor Name]

[Subcontractor Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

Subject: Cooperation Agreement

Dear [Subcontractor Name],

We are pleased to propose a cooperation agreement between [Your Company Name] and [Subcontractor Name]. This agreement outlines the terms and conditions under which both parties will collaborate on [Project/Specific Work].

1. Scope of Work

[Describe the specific tasks and responsibilities of the subcontractor.]

2. Payment Terms

[Outline payment terms, including amounts, schedules, and conditions.]

3. Duration

This agreement is effective from [Start Date] and will continue until [End Date], unless terminated by either party with written notice.

4. Confidentiality

Both parties agree to maintain confidentiality regarding sensitive information shared during the course of this agreement.

5. Governing Law

This agreement shall be governed by the laws of [State/Country].

We look forward to establishing a successful partnership with you. Please sign below to indicate your acceptance of the terms outlined above.

Sincerely,
[Your Name]
[Your Position]
[Your Company Name]

Accepted by:
[Subcontractor Name]
[Date]
[Signature]