

# Home-Based Employment Agreement

Date: [Insert Date]

Employee Name: [Insert Employee Name]

Employee Address: [Insert Employee Address]

Dear [Employee Name],

This letter serves as a formal agreement between [Company Name] (the "Employer") and you (the "Employee") regarding your home-based employment.

## 1. Position

Your position will be [Insert Job Title] and your duties will include [Insert Job Responsibilities].

## 2. Compensation

You will be compensated at [Insert Salary/Hourly Rate] payable [Insert Pay Schedule].

## 3. Work Hours

Your work hours will be [Insert Work Hours].

## 4. Equipment and Supplies

The Employer will provide [Insert Equipment/Supplies] necessary for your role.

## 5. Confidentiality

You agree to maintain confidentiality regarding all company information.

## 6. Termination

Either party may terminate this agreement with [Insert Notice Period] notice.

By signing below, you agree to the terms and conditions outlined in this letter.

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Employee Signature

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Employer Signature

Thank you,

[Your Name]

[Your Position]

[Company Name]

[Company Address]