

Joint Assignment Agreement

Date: _____

From:

[Your Name]

[Your Address]

[City, State, Zip Code]

Email: [Your Email]

Phone: [Your Phone Number]

To:

[Collaborator's Name]

[Collaborator's Address]

[City, State, Zip Code]

Email: [Collaborator's Email]

Phone: [Collaborator's Phone Number]

Subject: Agreement for Joint Assignment

Dear [Collaborator's Name],

We are pleased to enter into this Joint Assignment Agreement for our collaborative learning project titled "[Project Title]". This agreement outlines our mutual responsibilities and expectations in relation to the assignment.

1. Objectives

The main objective of this collaboration is to [briefly describe the objectives of the assignment].

2. Responsibilities

Each party agrees to the following responsibilities:

- [Your Name]'s Responsibilities:
 - [Responsibility 1]
 - [Responsibility 2]
- [Collaborator's Name]'s Responsibilities:
 - [Responsibility 1]
 - [Responsibility 2]

3. Communication

We agree to maintain open lines of communication and schedule regular check-ins to discuss the progress of our assignment.

4. Timeline

The tentative timeline for the project is as follows:

- Start Date: [Start Date]
- Milestone 1: [Milestone Date]
- Completion Date: [Completion Date]

5. Signatures

By signing below, we agree to the terms outlined in this Joint Assignment Agreement.

[Your Name]

[Collaborator's Name]

Thank you for your collaboration. I look forward to working together.

Sincerely,

[Your Name]