

Vendor / Supplier Agreement

Marketing & Advertising

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This guide explains what the tool produces, how to use the output, and what to watch for. The actual output (draft/report) is generated on the tool page.

Background

Drafts an agreement between the agency and a vendor (printer, production house, tech vendor) with discrete terms — scope, deliverables, price, payment, timelines and quality. Use it to engage suppliers. For freelancers use the Freelancer Agreement.

Purpose of this tool & output

Contract a vendor with discrete commercial terms

How the output is used

Use the draft to contract a vendor or supplier — discrete commercial terms for scope, price, delivery and liability — reviewed by a lawyer.

Who receives it

The agreement is between the agency and the vendor/supplier; each keeps a signed copy.

Fees & charges

Stamp duty per your state where applicable; GST is handled in invoicing, and the scope, price and liability terms are the key content.

Who should vet it

A lawyer, to check the scope, price, liability and termination clauses before signing.

Important cautions

AI-generated draft; a lawyer should review before signing.

Companion documents

- Master Services Agreement (MSA)
- Retainer Agreement
- Project Contract / SOW
- Freelancer / Contractor Agreement
- Marketing NDA
- Media Buying Agreement

This is AI-assisted guidance. Verify with a qualified professional before any binding decision. Fees, authorities and

processes vary by state and change over time — confirm with your state authority.