

Agreement Term Compensation & Overage Ledger

FREELANCER NAME

CLIENT NAME

AGREEMENT EFFECTIVE DATE

RETAINER PERIOD (E.G., ANNUAL, 6-MONTH)

BASE RETAINER FEE (\$)

INCLUDED HOURS/DELIVERABLES (PER PERIOD)

OVERAGE HOURLY RATE (\$)[illegible]

BILLING PERIOD	BASE RETAINER (\$)	HOURS/UNITS CAP	ACTUAL LOGGED	OVERAGE HOURS	OVERAGE DUE (\$)	TOTAL PAYOUT (\$)	INVOICE REF #
Total:							

Freelancer Signature & Date

Client Approval Signature & Date