WRITING FREELANCE CONTRACT

This Freelance Writing Agreement (this "Agreement") is entered into as of November 10, 2026 (the "Effective Date") by and between **Example Workshop LLC**, a Llc at 10 Sample Plaza, New York, NY 10001 (the "Client"), and **Casey Morgan** (the "Writer") at 24 Example Street, Chicago, IL 60601.

1. Writing Services and Deliverables

The Writer shall write and deliver the following editorial work (the "Work"): **Write one original feature and revise the copy once**

Format and length. Each piece shall be approximately **900 words**, delivered as A 900-word feature in an editable document.

Revisions. The fee includes **2** round(s) of revisions per piece. Additional revisions billed at the Writer's hourly rate.

Deadline. Final delivery by December 14, 2026.

Byline. Client shall credit the Writer as author where consistent with the outlet's editorial conventions.

2. Editorial Standards

The Writer warrants the Work is original, accurate to the Writer's reasonable knowledge, properly attributed, and free of plagiarism and infringement. The Writer shall not knowingly publish false or defamatory content. Client may request source lists and retains final editorial control.

AI-assistance policy. The Writer may use generative AI tools for research, outlining, or first-draft assistance, provided that (i) the Writer substantively revises and fact-checks all AI output; (ii) the Writer confirms the final Work does not infringe third-party rights; and (iii) the Writer discloses AI usage to Client on request.

Kill fee. If Client rejects a submitted piece or terminates before publication, Client shall pay a kill fee of **50%** of the fee for that piece, in addition to any fees already earned.

3. Compensation

$1,280.00 total.

Invoices due within **45 days** after receipt. In all cases the earlier delivery-based deadline below controls.

Rush fee. Expedited assignments billed at a 25% premium.

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4. Term and Termination

Project-based; ends upon delivery and acceptance. 14-day convenience termination. 10-day cure for material breach.

5. Rights and Licenses

Assignment on payment. Subject to payment in full, the Writer assigns all right, title, and interest in the Work (including copyright) to Client. To the fullest extent permitted, the Work is a "work made for hire" under 17 U.S.C. §101; to the extent it is not, this Section operates as an irrevocable assignment upon payment in full. Prior to payment in full, the Writer retains all rights.

Portfolio use. The Writer may display the Work (excluding ghostwritten pieces where Client's identity is confidential) in the Writer's portfolio. **Pre-Existing IP** per Exhibit A.

6. Independent Contractor

The parties intend to engage the Writer for independent services. Applicable law and the actual working relationship determine worker status and any employment rights. The payee will supply the appropriate Form W-9 or applicable Form W-8 for its tax status. The payer will file and furnish Form 1099-NEC when required for the payment year.

7. Confidentiality

The Writer will treat Client's non-public business information (including ghostwriting engagements) as confidential. Obligations survive three (3) years (indefinitely for trade secrets). **DTSA Immunity Notice (18 U.S.C. §1833(b)):** disclosure in confidence to government officials or attorneys for reporting suspected legal violations is protected. Nothing restricts filing agency charges.

9. Warranties and Indemnity

The Writer warrants originality, non-infringement, and accuracy to the extent reasonably verifiable. The Writer indemnifies Client for breaches of these warranties. Client indemnifies the Writer for Client-supplied materials, edits that introduce inaccuracy or infringement, and use beyond granted license.

10. Limitation of Liability

No indirect/consequential damages. Aggregate liability capped at 2× fees paid in prior 12 months. Excludes confidentiality, IP, gross negligence, willful misconduct.

11. General

Governing law: NY. Mediation then AAA arbitration in New York City.Prevailing Party recovers reasonable attorneys' fees.

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Assignment, entire agreement, severability, waiver, counterparts, ESIGN/UETA electronic signatures, notices — all standard.

Payment and records for this engagement

Mailing addresses. Client: Example Workshop LLC, 10 Sample Plaza, New York, NY 10001. Freelancer: Casey Morgan, 24 Example Street, Chicago, IL 60601.

Itemized services and agreed values. Feature draft $950 and one revision $330. Fixed total $1,280. Products or services for this engagement are provided in Illinois.

Payment method. Check mailed to the freelancer's stated mailing address

Service list for payment processing. The freelancer will submit the list of services rendered to the client by this deadline: the date each agreed billing period or deliverable is completed. The client will pay each invoice within 45 days of receipt, subject to any earlier date required by applicable law. Internal processing does not extend this agreed due date. After the freelancer begins the services, the client will not condition timely payment on acceptance of a reduced amount.

The client will give the freelancer a written copy. Both parties will retain a copy. Where New York General Business Law article 44-A applies, the client will keep the contract for at least six years and make it available to the New York Attorney General upon request.

The parties preserve rights and remedies under applicable law. The client will not retaliate against the freelancer for exercising protected rights. Fee, dispute-resolution, confidentiality and liability terms do not limit a right or remedy to the extent such a limit is prohibited by law. New York City protections may apply alongside state law. These terms do not determine worker status.

Illinois payment schedule

Client and mailing address: Example Workshop LLC, 10 Sample Plaza, New York, NY 10001. Client contact: client@example.test. Freelancer and mailing address: Casey Morgan, 24 Example Street, Chicago, IL 60601. Freelancer contact: casey@example.test.

Products and services, agreed values and rates: Feature draft $950 and one revision $330. Fixed total $1,280. Products or services for this engagement are provided in Illinois.. The compensation terms above govern the selected fee. Payment method: Check mailed to the freelancer's stated mailing address.

For each payment, the client will pay on the earlier of (1) the invoice due date above and (2) 17 calendar days after the products or services for that payment are provided. The client will not postpone this deadline for late invoicing or internal processing. Once preparation of products or performance of services begins, the client will not make acceptance of a reduced amount a condition of timely payment.

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For internal processing, submit the list of products or services provided by the date each agreed billing period or deliverable is completed.

The client will provide the freelancer a physical or electronic copy of this agreement and retain it for at least two years, or longer if required. Where the Illinois Freelance Worker Protection Act applies, the client will make the agreement available to the Illinois Department of Labor upon request. The client will not retaliate for exercising protected rights. The parties preserve any nonwaivable rights and remedies. This schedule does not determine worker classification.

Signatures

Client	Writer
PRINTED NAME	PRINTED NAME
SIGNATURE	SIGNATURE
DATE	DATE

Exhibit A — Pre-Existing IP

Item	Description	Owner

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