



ClearSKai

TECHNOLOGIES

Where the SKai isn't the limit, it's the starting point.

SCOPE

Scope of Work Form

Final written scope for selected package, pages, forms, automations, integrations, add-ons, exclusions, timeline, revisions, and responsibilities.

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PREPARED FOR

CLIENT NAME & COMPANY

PROJECT / BUILD NAME

CLIENT EMAIL



PROJECT SCOPE

Scope of Work Form

This is where final scope, deliverables, milestones, and responsibilities are confirmed before work begins.

CLIENT / COMPANY

PROJECT / BUILD NAME

FINAL SELECTED PACKAGE

DATE

ESTIMATED START DATE

ESTIMATED LAUNCH DATE

Selected Package

Contractor Starter

Lead Machine

Authority Package

Custom Build



PROJECT SCOPE

Pages, Forms, Automations & Integrations

List exact deliverables included in the build.

Pages / Routes Included	Purpose	Included?	Notes

Forms Included	Notifications / Routing	Included?	Notes



Forms Included	Notifications / Routing	Included?	Notes



PROJECT SCOPE

Automations, Integrations & Add-ons

Document exactly what is included and what is not included.

Automation / Integration	Tool / Account	Included?	Notes

Add-on Selected	Investment	Included?	Notes



Add-on Selected	Investment	Included?	Notes



PROJECT SCOPE

Exclusions, Timeline & Responsibilities

Clear expectations prevent confusion and change orders later.

WHAT IS NOT INCLUDED

CLIENT RESPONSIBILITIES

CLEARSKAI RESPONSIBILITIES

INCLUDED REVISION ROUNDS

TIMELINE NOTES



Signatures

CLIENT

SIGNATURE / TYPED NAME

PRINTED NAME / TITLE DATE

CLEARSKAI TECHNOLOGIES

SIGNATURE / TYPED NAME

PRINTED NAME / TITLE DATE