

Remote Work Agreement

This Remote Work Agreement ("Agreement") is made between:

Company Name	
Employee Name	
Employee Position/Title	
Date	

1. Remote Work Terms

- Work Location:
- Start Date:
- End Date (if applicable):
- Work Schedule:
- Expected Working Hours:

2. Job Duties & Performance

3. Communication & Reporting

- Communication Channels:
- Reporting Frequency:

4. Equipment & Expenses

- Company Equipment Provided:
- Internet/Utilities Stipend:
- Expense Reimbursement Process:

5. Confidentiality & Data Security

6. Termination of Agreement

7. Acknowledgment

By signing below, both parties agree to the terms of this Remote Work Agreement.

Employee Signature / Date

Company Representative Signature / Date