

Remote Work Agreement

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

Employee Name: _____

Position: _____

Department: _____

Employer: _____

Date: _____

1. Remote Work Location

2. Work Schedule

3. Duties & Responsibilities

4. Communication

5. Equipment & Tools

6. Data Security & Confidentiality

7. Duration & Termination

8. Other Provisions

Signatures

Employee Signature & Date

Employer Signature & Date