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# Scope of Work

PROJECT NAME				
COMPANY		PROJECT LOCATION		
NAME		EMAIL		
PHONE				
MANAGER			DATE	

SCOPE OF WORK
<i>What does the project entail? What are the delivery methods?</i>

PROJECT DELIVERABLES
<i>tangible products / services resulting from this project</i>

EXCLUSIONS		

MILESTONES		
DELIVERY DATE	TASK	COMMENT

STAKEHOLDERS	
NAME & TITLE	ROLE / RESPONSIBILITIES

APPROVAL & COMMENTS		
PROJECT OWNER		
DATE		
PROJECT MANAGER		
DATE		
PROJECT SPONSOR		
DATE		
PROJECT STAKEHOLDERS		
DATE		