

Team Contract

This Team Contract ("Contract") is entered into on [Date], by and between the members of [Team Name], hereinafter referred to as "Team Members."

Team Members:

[List the names and contact information (if necessary) of all team members.]

Team Goals:

Primary Goal: [Specify the primary objective or purpose of the team, e.g., completing a project, winning a competition, etc.]

Secondary Goals: [Specify any additional goals or objectives if applicable.]

Team Roles and Responsibilities:

[Team Member Name]:

Role: [Specify the team member's role or position.]

Responsibilities: [List the specific tasks or duties assigned to this team member.]

[Team Member Name]:

Role: [Specify the team member's role or position.]

Responsibilities: [List the specific tasks or duties assigned to this team member.]

[Repeat this section for each team member, as needed.]

Communication and Meetings:

Regular Meetings: The team will hold regular meetings on [Specify the frequency and day/time].

Communication Channels: Team members will primarily communicate through [Specify communication tools, e.g., email, Slack, etc.].

Decision-Making: Decisions will be made by [Specify decision-making process, e.g., consensus, majority vote, etc.].

Contribution and Participation:

All team members are expected to actively contribute to the team's goals and fulfill their responsibilities.

Conflict Resolution:

In the event of conflicts or disagreements, team members will [Specify the conflict resolution process, e.g., discuss the issue with the team leader, seek mediation, etc.].

Deadlines and Accountability:

Team members will adhere to agreed-upon deadlines and will be accountable for their tasks.

Team Assessment:

The team will conduct periodic assessments to evaluate progress and make necessary adjustments to achieve the team goals.

Amendments:

This Contract may be amended with the consensus of all team members.

Termination:

Team members may voluntarily leave the team by providing notice and discussing the transition of their responsibilities.

Signatures:

We, the undersigned, hereby agree to the terms and conditions outlined in this Team Contract.

Team Member 1:

[Name] [Signature] [Date]

Team Member 2:

[Name] [Signature] [Date]

[Continue with the signatures and dates for all team members.]