Freelance Services Agreement

This Agreement is entered into as of the date of last signature below, between Northwind Creative ("Client") and Jordan Rivera ("Contractor").

1. Services

Contractor will design and deliver a brand identity package, consisting of a primary logo, color palette, and typography guide, as described in Exhibit A.

2. Payment

Client will pay Contractor $2,400, due in two installments: $1,200 upon signing and $1,200 upon delivery of final files.

3. Timeline

Work begins within 5 business days of countersigning and is expected to be complete within 3 weeks.

4. Ownership

All final deliverables transfer to Client upon receipt of final payment.

Contractor Signature: *Jordan Rivera*

Digitally signed by Jordan Rivera
Reason: "I agree to this document"
Date: 2026-11-02 19:47 PST

Client Signature: *Avery Chen*

Digitally signed by Avery Chen
Reason: "I approve this document"
Date: 2026-11-03 09:14 PST

Certificate of Completion

Sign audit trail record

Document

Name: Freelance Services Agreement.pdf

Envelope ID: env_sample_7f2a9c4e1b

Original SHA-256: 70a84e86190f52ce0892e8e23a71af2382ce4ce6bf347fd5c0371a2e99cacb55

Signed SHA-256: f051c965f9348e49ff2cf1b81f82d735143d31bd50da27daab6fc4f81d56dd3e

These hashes fingerprint the document before and after signing. If either file is ever modified, its hash will no longer match the one recorded here, which is how tampering is detected.

Timeline

Created: 2026-11-02 16:02 PST

Sent: 2026-11-02 16:03 PST

Completed: 2026-11-03 09:14 PST

Signers

Jordan Rivera <jordan@example.com>
SIGNED · 2026-11-02 19:47 PST ("I agree to this document")

Avery Chen <avery@example.com>
SIGNED · 2026-11-03 09:14 PST ("I approve this document")

Audit trail

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2026-11-02 16:02 PST · CREATED · jordan@example.com · IP 203.0.113.42
2026-11-02 16:03 PST · SENT · jordan@example.com · IP 203.0.113.42 · to
jordan@example.com, avery@example.com
2026-11-02 19:43 PST · VIEWED · jordan@example.com · IP 203.0.113.42
2026-11-02 19:47 PST · SIGNED · jordan@example.com · IP 203.0.113.42 · reason: I
agree to this document
2026-11-03 09:08 PST · VIEWED · avery@example.com · IP 198.51.100.17
2026-11-03 09:14 PST · SIGNED · avery@example.com · IP 198.51.100.17 · reason: I
approve this document
2026-11-03 09:14 PST · COMPLETED · system · IP null ·
sha256:f051c965f9348e49ff2cf1b81f82d735143d31bd50da27daab6fc4f81d56dd3e
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Signed using Sign (sign.mlnovia.com). A free plan is available for up to 3 documents a month, no card required.