

(Your Logo)	Early Work Agreement	(Your Client Logo)
	(Project Name)	

EARLY WORK AGREEMENT

Between

[Company]

[Address]

And

[Engineering-Design Firm]

[Address]

Dated [day | month | year]

- 1 This Early Work Agreement (EWA) sets forth the respective understandings and undertakings of [Company] and [Engineering Firm] in order to kick off the project involving [process engineering and design work] for the [name of project] located in [city, county, state, country], and achieve the project's schedule. T(0) – reflects the commencement month of the project + xx months to project closure.
- 2 [Company] and [Engineering Firm] acknowledge that a Final Contract Package (FCP) will be drafted and executed, upon full capital authorisation, using the contractual scheme as agreed by the parties, aligned with the chosen project delivery methodology. The design basis as specified in the Basis Of Design document shall be agreed by both Parties before the EWA becomes effective. This allows the [Engineering Firm] to start the [process engineering and design work] in order to be ready for placing the required purchase orders of the identified long lead items as soon as possible.
- 3 All purchase orders placed by [Engineering Firm] to the authorised vendors and manufacturers requires prior approval by [Company].
- 4 The guiding principle of this EWA is that [Engineering Firm] does not make any financial commitments above the levels given in paragraph 4.1. This is to facilitate the project schedule by preparing first a Letter of Intent (LOI) for long lead equipment as defined in paragraph 4.1 no later than 2 months after the kick-off of the early works. The placing of the final purchase order will only be done provided that the FCP or the LOI has been signed by both Parties [Company] and [Engineering Firm].

Upon acceptance of this ESWA and until the FCP has been duly executed, the following will apply: