**CONTRACT FOR WORK AND LABOUR SERVICES**

(*Werkvertrag*)

The UNIVERSITY OF BREMEN

Represented by the Rector

(hereinafter referred to as the University),

and

Mr/Mrs

Resident at

(hereinafter referred to as the Contractor),

hereby conclude the following contract:

Section 1

The Contractor is herewith commissioned to [*enter task here*]

within the framework of the research project “(*enter name of research project here)*

„ ................................................................................................................... “

Section 2

The Contractor shall consult with Mr/Mrs Prof. Dr to the extent required for the performance of the Contract. The latter shall receive the agreed work and/or services and, where necessary, the agreed partial performances and will be responsible for acceptance of the work and/or services.

Section 3

The contract shall be performed by ............................... The work and/or services specified under Section 1 shall be delivered by this date.

[*if necessary insert the deadlines for the specified partial performances here]*.

Section 4

(1) The parties have agreed as remuneration a sum in the amount of

**EUR** ..............................................................

(in words: ......................................................................... euro)

which shall include any due sales tax shall be paid.

All the costs incurred by the Contractor in connection with the Contract (copying, typewriting, travelling costs etc.) shall be covered by the fee.

(2) ⚫ The remuneration shall be paid after the receipt of the project manager’s confirmation (see Section 2) that the Contractor has correctly performed the Contract for work/labour services and that the work has been accepted.

*alternate:*

⚫ The payment shall be made in instalments:

Date: Sum:

but not before the receipt of the project manager’s confirmation that the agreed partial performance(s) has (have) been provided..

The final payment in the sum of Euro ........................... shall be made after the receipt of the project manager’s confirmation (see Section 2) that the Contractor has correctly performed the Contract for Work and Services and that the work has been accepted.

(3) After the receipt of the invoice[[1]](#footnote-1), payment shall be made to the Contractor’s account at the [*insert name of the bank here*]............................ (sort code ...............................), account number ....................................

(4) The Contractor himself/herself shall be responsible for the payment of tax.[[2]](#footnote-2)

Section 5

The Contractor shall transfer the exclusive right of use of the work and of the results achieved in connection with its production

⚫ to the University;

*alternate*:

⚫ for a term of six months after the submission of the work to the University. After this period the Contractor shall be entitled to use the work in addition to the University.

Section 6

If the Contractor makes use of premises, materials, and equipment belonging to the University in order to perform the Contract, he/she shall be liable for any loss or damage which he/she may cause.

Section 7

The Contractor shall treat as confidential all the information which he/she acquires within the framework of this Contract and shall not disclose it to third parties without the agreement of the Customer. This obligation shall also apply after the termination of the Contract.

Section 8

(1) The place of jurisdiction shall be Bremen, Germany. German law shall be effective.

1. The Contract shall enter into force upon its execution by both parties.
2. Alterations and additions to the Contract must be in writing in order to be effective.

University of Bremen: Contractor:

Bremen, ,

………………

1. The invoice must contain the mandatory declarations of § 14 paragraph 4 Umsatzsteuergesetz. [↑](#footnote-ref-1)
2. Please note that all payments are notified to the responsible fiscal office. [↑](#footnote-ref-2)