

Standard Payment Schedule Document

Project Information

Project Name: Website Redesign

Client Name: John Doe

Service Provider: Acme Web Solutions

Date: June 20, 2024

Payment Schedule

Milestone	Description	Due Date	Amount (USD)
1	Project Initiation (Deposit)	2024-07-01	\$2,000
2	Design Approval	2024-07-15	\$1,500
3	Development Completion	2024-08-05	\$3,000
4	Final Delivery and Launch	2024-08-20	\$1,500
Total			\$8,000

Terms & Conditions

All payments are due on or before the respective due dates listed above. Payments must be made via bank transfer or another mutually agreed method. Any delay in payment may result in a suspension of project work until the outstanding amount is settled.

Client Signature

Provider Signature

Important Notes:

- This document serves as a formal agreement on payment timing and amounts.
- Ensure both parties thoroughly review and agree before signing.
- Amendments should be made in writing and signed by all parties.
- Keep copies of this schedule for reference throughout the project.
- Clarify refund policies and payment methods in separate agreement if needed.