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**ASSIGNMENT AGREEMENT FOR PAYMENT OF COMPENSATION FOR WORK**

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*Applicable for assignments paid in the form of compensation for work. Withholding tax is applied in accordance with the tax card provided by the Supplier. Compensation for work accrues pension but is not subject to social security contributions. The assignment relationship between Client and the Supplier is valid only for the duration of the assignment in question.*

***1. Parties to the Agreement***

Principal (Client) Organisation

Address

Postal code and city

Contact person:

Firstname Lastname

firstname.lastname@organisation.fi

tel. XXX

Agreement contact person:

Firstname Lastname

firstname.lastname@organisation.fi

tel. XXX

Supplier Firstname Lastname

Personal ID

Address

Postal code and city

E-mail

Phone number

Bank account

## 2. Assignment

2.1 Target/description of assignment Organisation hereby orders the following work   
(task or service) from Firstname Lastname:

2.2 Tasks of the assignment

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2.3 Schedule and number of hours

of the assignmentThe assignment shall be performed between xx.xx.20XX–xx.xx.20XX, for a total of xx hours.

2.4 Limitations of the assignment

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3. Transfer of copyrightsThe following rights to the work ordered shall be transferred to the Client under the following terms:

- e.g. three-time user rights á xx euros

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4. Other terms Should the material require updating, organisation reserves the right to the updated material on condition that the original supplier first be asked to update the material.

All other rights remain with the author and are not transferred to the Client.

The name of the Supplier shall be mentioned in connection with the material.

The Supplier is responsible for ensuring that the agreed work is completed. Should the Supplier be prevented from performing the work due to illness, for example, the Supplier shall arrange for a replacement to perform the agreed work.

Should Organisation cancel the event 7-2 days before the work is scheduled to begin, 50% of the agreed compensation shall be paid. Work cancelled on the same or preceding day shall be paid for in full.

5. Compensation for work Compensation of XX euros shall be paid upon completion of the work (task/service) to the bank account provided by the Supplier.

The Supplier shall return the signed agreement together with his/her tax card to the organisation) at the address given above.

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## 6. Reimbursement of expenses

*Finnish Tax Administration guidelines: Assignment relationships shall, as a general rule, stipulate a total amount of compensation, which shall also cover all expenses incurred by the Supplier in carrying out the work. Unless expressly agreed, the Client shall not be obliged to reimburse expenses separately.*

The agreed compensation covers also travel and accommodation expenses incurred by the work.

Mileage compensation shall only be paid if there are no public transport links or for scheduling reasons (taking into account overall affordability). Travel expenses are a taxable expenses.

7. Settlement of disputesIn the first instance, any disputes shall be resolved by negotiation. If no agreement is reached, the dispute shall be settled by the district court of XX.

8. ValidityThis Agreement shall enter into force upon signature by both Parties and shall remain in force until the assignment is completed.

Identical copies of this Agreement have been made for all Parties to the Agreement.

## 9. Date and signatures

*Date*

Principal (Client) *Contact person for the Supplier*

Firstname Lastname Firstname Lastname

The signed agreement should be returned to the following address together with your YEL insurance certificate (if required):

Client organisation

Address

Postal code and city