Chapter 8

**Activity 8-1 Sales or Service Contract**

**Directions:** Create a sales contract or a service contract.

1. Depending on your business needs, create contracts for your business. Find an appropriate sales or service contract template on the Internet that you can use as a template or example.

2. Place a printed copy of this contract in the Appendices section of the business plan.

3. Ask your instructor where to save your documents. This could be on the school’s network or a flash drive of your own. Name your Word document *FirstnameLastname*\_Activity8-1.docx (i.e., JohnSmith\_Activity8-1.docx).