



Website ♦ Marketing ♦ Data Analyst ♦ Restaurant ♦ *Consultations*

# Contract Schedule

SOW ID	MSA ID	Document Date	Version Number
[SOW-2025-XXX]	[MSA-2025-XXX]	October 22, 2025	v1.0

Project Title	Service By	Service For
[Service Type]	Nevin Consultant Group	[Company Name]

Start Date	Deadline	Budget
[December 1, 2025]	[February 1, 2025]	[Client Budget]

## 1. Timeline of Deliverables

Each deliverable includes a task-level breakdown with assigned personnel, task details, deadlines, estimated hours, and estimated cost. A further breakdown of expenses for tools, travel, and change requests can be found in Section 2 below.

### a. Total Summary

Phase	Total Est. Hours	Total Est. Cost
1. Discovery	XX	\$XXX
2. Planning	XX	\$XXX
3. Execution	XX	\$XXX
4. Delivery	XX	\$XXX
5. Misc. Expenses	XX	\$XXX
<b>Total</b>	<b>XXX</b>	<b>\$XXXX</b>



### b. Discovery Phase

Assigned	Task	Deadline	Est. Hours	Est. Cost
Will Nevin	Kickoff Meeting	[Dec. 1, 2025]	XX	\$XXX
Will Nevin	Outreach Audit	[Dec. 1, 2025]	XX	\$XXX
Will Nevin	Outreach Summary	[Dec. 1, 2025]	XX	\$XXX
Will Nevin	Current State Roadmap	[Dec. 1, 2025]	XX	\$XXX
Client	Data Access Permissions	[Dec. 1, 2025]	XX	\$XXX
Total			XXX	\$XXXX

### c. Planning Phase

Assigned	Task	Deadline	Est. Hours	Est. Cost
Will Nevin	Discovery Meeting	[Dec. 1, 2025]	XX	\$XXX
Will Nevin	Discovery Summary	[Dec. 1, 2025]	XX	\$XXX
Will Nevin	Preliminary Memo	[Dec. 1, 2025]	XX	\$XXX
Will Nevin	Market Research	[Dec. 1, 2025]	XX	\$XXX
Client	Review & Feedback	[Dec. 1, 2025]	XX	\$XXX
Total			XXX	\$XXXX

### d. Execution Phase

Assigned	Task	Deadline	Est. Hours	Est. Cost
Will Nevin	Midpoint Meeting	[Dec. 1, 2025]	XX	\$XXX
Will Nevin	Project Roadmap	[Dec. 1, 2025]	XX	\$XXX
Will Nevin	Audit Report	[Dec. 1, 2025]	XX	\$XXX
Will Nevin	Branding and Positioning	[Dec. 1, 2025]	XX	\$XXX



Client	Midpoint Approval	[Dec. 1, 2025]	XX	\$XXX
	<b>Total</b>		XXX	\$XXXX

#### e. Delivery Phase

Assigned	Task	Deadline	Est. Hours	Est. Cost
Will Nevin	Final Meeting	[Dec. 1, 2025]	XX	\$XXX
Will Nevin	Implementation Plan	[Dec. 1, 2025]	XX	\$XXX
Will Nevin	Action Item List	[Dec. 1, 2025]	XX	\$XXX
Will Nevin	All Services Delivered	[Dec. 1, 2025]	XX	\$XXX
Client	Final Documents Signed	[Dec. 1, 2025]	XX	\$XXX
	<b>Total</b>		XXX	\$XXXX

#### 2. Miscellaneous Expenses

Assigned	Expense	Quantity	Est. Hours	Est. Cost
Will Nevin	Infrastructure and Tools	1	XX	\$XXX
Will Nevin	Travel Alaska Airlines	2	N/A	\$XXX
Will Nevin	Hilton Hotel NYC	2	N/A	\$XXX
Will Nevin	Change Request CR-01	1	XX	\$XXX
Client	Change Request CR-02	1	XX	\$XXX
	<b>Total</b>		XXX	\$XXXX

**Please note:** This Contract Schedule is incorporated by reference into the Statement of Work [SOW ID] and is deemed accepted upon execution of the SOW. No additional signatures or approvals are required for its validity or enforceability.