# 各类英文合同范本(通用19篇)

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*各类英文合同范本1RETAINING CONTRACT法律顾问合同By and between签约方Client当事人AndChongqing Guangxian Law Offices重庆广贤律师事务所November, 20xx二O一三...*

**各类英文合同范本1**

RETAINING CONTRACT

法律顾问合同

By and between

签约方

Client

当事人

And

Chongqing Guangxian Law Offices

重庆广贤律师事务所

November, 20xx二O一三年十一月

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RETAINING CONTRACT

法律顾问合同

Contract Number: 合同号

1. The Parties 缔约方 People’s Republic of China as of is entered into by and between:本服务合同（以下简称合同）于20xx年11月6日在\_重庆市由以下双方订立：

. (“Client”) 重庆当事人（以下简称当事人）

And 和

. Chongqing GuangXian Law Offices (“Guangxian”), a recorded law firm underlaws of People’s Republic of China of which address is 162 3rd Zhongshan Lu, Eich Int\'l Plaza 16/F, Yuzhong District, Chongqing, 400015, People\'s

Republic of China重庆广贤律师事务所（以下简称广贤），系根据\_法律成立的注册律师事务所，地址位于重庆市渝中区中山三路162号中安国际大厦16层，邮编：400015

. Client and Guangxian shall hereinafter be referred to inpidually as the \_Party\_and collectively as the\_Parties\_. 当事人和广贤可单独称为“一方”，合称为“双方”。

2. Backgrounds缔约基础

. In accordance with the Lawyers Act and Contract Act of the People’s Republic

of China, Client engages Guangxian as its retained Attorneys to deal with legal affairs in its business operation.根据《\_律师法》和《\_合同法》，当事人聘请广贤处理法律事项。

. Guangxian agrees to accept such engagement as stipulated in the last paragraph.

广贤同意接受前述聘请。

INWITNESS THEREFORE, The Parties hereby agree as follows: 为此，双方特此订立如下条款：

3. Services Rendered by Guangxian to Client 广贤的服务内容与责任

. Important Contract Review or Draft重大合同审查或起草

According to Client’s request Guangxian shall legally review or draft contract

documents for any kind of routine business including but not limited to the guarantee contract, loan contract, construction contract, technology contract, intellectual

property transfer or license contract, materials procurement contract, product sales agreement, service contract, labor contract etc. for Client without specialized project contract;应当事人要求，对当事人拟签订各类重要合同，包括但不限于担保合同、贷款合同、建设工程合同、技术合同、知识产权转让、许可使用合同、物资的采购协议、产品经销协议、产品服务协议、劳动合同、劳务合同，进行法律审查或起草合同文本，但属于专项法律服务内容的除外；

. Internal Rules and Regulations Review 制度审查

According to Client’s request Guangxian shall review any important internal rules and regulations relevant to its employees, sales contributor, supplier or based on any legal or regulatory rules including environmental protection, fire fighting, accounting or financial issues;应当事人要求，就当事人内容涉及当事人与其员工、经销商、供应商或根据法律法规或监管规则（例如：环境法规、消防法规、会计法或会计规则、财政税法等）要求建立的，重要规章制度进行法律审查。

. Attorney’s Opinions 法律意见

According to Client’s request, Guangxian shall submit opinions for any issue revolved in Client’s business and internal management. 应当事人要求，就当事人业务活动和内部经营管理中涉及的法律问题提供法律意见。

. Attorney’s Letter发出律师函

According to Client’s request, to resolve all relevant disputes of both internal and outside business with Attorney’s Letter to Client’s debtor or relevant party.

应当事人要求，就当事人在业务活动及内部经营管理活动中出现的各类纠纷提供咨询意见或建议，发出律师函。

. Legal Training法律知识培训

In accordance with Client’s request, Guangxian shall provide legal training for

Client’s relevant employees.应当事人要求，对当事人的相关人员进行法律知识和运用技巧的培训或举办法律讲座。

. Documents Legal Review文件的法律审查

In accordance with Client’s request, review or draft any documents with legal binding force or take any obligation, including but not limit to post, publicity, representation, advertisement words, external promise or bids;

应当事人要求，就当事人对外发布的具有法律约束力或以承担一定义务为内容的文件，包括但不限于公告、公示、声明、广告语、对外承诺、招标文件等，进行法律审查或拟定相关文本。

. Deals Introduction

In accordance with the request of Client, recruit and introduce any partner or investment for Client, supply any operational project or relevant information;

根据当事人的要求，招募并引荐合营或合作伙伴或投资者(以下简称引荐客户)，招募并引荐经营项目或提供相关信息；

. Monthly Report

Provide legal information pertained to the business of Client. Such kind of report shall be delivered monthly.

为当事人经营活动按月提供法律信息。此类报告应当按月提供。

4. Litigation or Arbitration Service诉讼和仲裁服务

. Guangxian’s service shall exclude litigation or arbitration. Client may consult

Guangxian for general analysis of any litigation before brings lawsuit or within three days after receiving a court summons. Guangxian shall supply legal

consulting service based hereunder.

广贤律师提供的其它法律事务服务不包括诉讼仲裁业务，当事人诉讼业务

**各类英文合同范本2**

Employment Contract

甲方(用人单位)：

Party A：

地址：

法定代表人：

乙方(劳动者)：

Party B:

身份证号码：

ID No：

住址：

依照《\_劳动法》有关规定，结合本公司实际，甲乙双方本着平等、自愿、协商一致的原则达成如下协议

According to the Labor Law of PRC China, Party A and Party B agree as follows:

>一、合同期限 Contract Period

本合同期\_\_\_\_\_\_年\_\_ 月 \_\_日起至\_\_\_\_\_\_年 \_\_\_月\_\_\_日或本合同约定终止条件出现时止。

This agreement is valid from (Y/M/D) until (Y/M/D) or terminated by either party

>二、工作内容和工作时间 Responsibility & working hours

1. 甲方聘请乙方担任 部门 职务,详见职务说明书。

Party B\'s Department: Party B\'s position:

Please refer to the job description for details.

2. 乙方须完成甲方安排的生产(工作)任务

Party B must accomplish his/her regular work and additional assignments on time

3. 每天工作8小时，每周工作共40小时。

There are 8 working hours a day, 40 working hours a week.

4. 甲方如因业务拓展变化需要对乙方的工作岗位及工作区域进行调整，乙方应当接受。如因甲方公司业务扩展需要或公司合并分立等变更，乙方同意按照法律规定延续此合同，并接受甲方安排，在\_\_\_\_(某地区)工作。

If Party A needed to adjust Party B’s position and working area for business development variety, Party B should accept it.

>三、工资 Salary

乙方每月的基本工资：RMB 绩效工资：RMB 综合福利金：RMB ，工资总额为RMB 元(该金额尚未扣除税金、住房费用以及社会保险中个人应缴的部份)，另甲方予以乙方工资总额7%的住房公积金(如法律规定住房公积金缴交基数有上限，则依照法规执行)。试用期满，经考核后,根据考核结果确定是否正式录用，正式录用后薪金保持不变。甲方将视公司的盈利情况和乙方的考核结果，于每年的三月份进行薪金调整。

Party B\'s monthly total revenue (before the deduction of tax, housing fund, social insurance paid by inpidual) each month would be RMB\_\_\_\_\_\_ , including base wage RMB\_\_\_\_\_\_ performance salary RMB\_\_\_\_\_\_\_and social welfare RMB\_\_\_\_\_\_, And Party A will offer Party B 7% housing fund base on the total revenue, or any upper limit set by the local authority, whichever is the lower. After probation total revenue would be unchanged. Party B\'s salary will be reviewed annually in March and adjusted in light of Party B\'s performance and prevailing conditions.

>四、工资的发放 Payment

甲方于每月\_\_\_\_\_日前通过银行转帐支付发放上月工资。

Salary will be paid to Party B\'s account by T/T before the \_\_\_\_th of the following month.

>五、超时工作 Over Time

乙方应致力于提高工作效率，按时完成生产、工作任务。如因特殊情况需要加班，可自行安排。如乙方希望通过自行安排加班取得加班费，则乙方必须在加班前四小时填写加班申请表呈总经理审批。否则，视为无效加班，详见《员工手册》。

Party B must try his best to increase the working efficiency to meet Party A\'s requirement. If there are special circumstances that Party B has to work overtime, Party B can arrange by themselves. If Party B requests OT payment, he/she must fill in the OT application form and have it approved by GM. OT Application Form without authorized signature is not valid.

>六、加班费 OT Compensation

乙方经甲方批准在工作日加班，甲方必须支付给乙方基本工资150%的报酬;休息日被安排工作而甲方又不能够给予乙方同等时间的补休，则甲方须支付给乙方基本工资200%的报酬;若在国家法定休假日被安排工作,甲方付给乙方基本工资300%的报酬。

If Party B works over time and has approved by Party A, he/she will be offered the same period of compensation leave or OT salary according to Labor Law of PRC China.

>七、假期与福利 Holiday & Benefits

1. 有薪国家法定假日 Statutory Holiday of PRC China with pay

2. 有薪婚假/产假/丧假 Leave for Marriage, Maternity and Mourning with pay.

3. 有薪年假 Annual leave with pay

4. 社会保险 Social Insurance

5. 年度奖金Annual bonus (based on the months worked with party A at the rate of one month’s wage for each full year worked. )

详情请参照《员工手册》Please refer to Party A\'s employee manual for detail info.

>八、劳动纪律 Discipline

乙方应严格遵守甲方制定的各项规章制度和劳动纪律(详请请参照《员工手册》执行)

Party B shall strictly obey Party A’ regulations and discipline. Please refer to Party A\'s employee manual.

>九、保密协议 Confidentiality

乙方需严格保守工作过程中接触和了解到的公司商业秘密(包括生产技巧、工艺流程、技术秘密、管理方法、产销策略、货源情报、设计图纸、成本价格和客户资料)，否则将受到行政处罚(如无条件解雇、赔偿等);触犯刑法的，甲方将有权移交司法机关处理。乙方调离甲方，应得到甲方同意，并将所有商业秘密资料移交甲方，同时承担不向外泄露的义务，并保证半年内不得利用甲方商业秘密在生产同类且与甲方有竞争关系的产品的其他企业内任职。否则，甲方有权要求乙方赔偿因此而带来的一切经济损失。

The recipient shall undertake the obligation to keep confidential, in accordance with the scope and duration agreed upon by both parties, the technical secrets contained in the technology provided by the supplier, which have not been made public.

>十、合同终止 Termination

1. 终止本合同条件 Termination conditions

A. 试用期间，双方皆可即时通知对方解除本合同;

During the probation period, either side can terminate the contract by immediate effect.

B. 试用期满后，任何一方欲解除合同，须提前三十日以书面形式通知对方。否则，违约方须向守约方支付违约金(违约金为乙方一个月的工资)，若造成守约方经济损失的，应依法承担赔偿责任。

Either side can terminate the contract by giving 30 days notice in written form after probation period.

2. 甲方在下列情况下可随时直接地通知乙方解除本合同，无须履行任何法定义务和手续，无须向乙方补偿If any case of the following circumstances, Party A has the right to inform Party B rescission of the contract：

A. 乙方在试用期间达不到甲方的要求;Party B’s performance can’t meet Party A’s requirement.

B. 乙方严重失职，给甲方利益造成重大损失的;

The other party has breached the contract, to the extent that such breach has seriously affected the economic benefits expected when concluding the contract

C. 违反甲方有关规定，应予开除的，详情请参照《员工手册》执行。The condition agreed on in the Party A\'s employee manual for rescission of the contract has arisen

3. 乙方在下列情况下终止本合同不需向甲方补偿

If any one of the following circumstances, Party B has the right of inform Party A rescission of the contract without any compensation：

A. 被非法限制人身自由的手段强迫劳动的;

Party B is forced to work by illegal means.

B. 未按本合同约定支付劳动报酬或劳动条件的;

Party B cannot get the salary or working conditions which agreed in the contract.

十一、甲、乙双方须共同遵守国家有关法规以及甲方《员工手册》的有关规定。

Both Party A and Party B shall obey the related regulation of PRC China and Party A\'s employee manual.

十二、本合同自甲方盖章、乙方签署之日起生效。

This contract shall come into effect since both sides sign their names.

十三、本合同以中文版本为准，合同一式二份，甲、乙双方各执一份。

. In case of pergence, the Chinese texts shall be regarded as authentic. Two originals, one for Party A, the other one for Party B.

甲、乙双方签署同意以上条款The above terms is agreed by:

甲方(Party A)： 签署日期(Date)：

**各类英文合同范本3**

棉花买卖合同（适用于非国产棉贸易）

COTTON PURCHASE CONTRACT APPLICABLE TO

NON- CHINESE COTTON TRADE

中国棉花协会制定

INSTITUTED BY CHINA COTTON ASSOCIATION

20xx年4月

棉花买卖合同

COTTON PURCHASE CONTRACT

合同编号: 日期:

Contract No.: Date:

买方: 卖方:

Buyer:Seller:

地址: 地址:

Address: Address:

电话: 电话:

Tel: Tel:

传真: 传真:

Fax: Fax:

电子邮件：电子邮件：

E-mail: E-mail:

本合同由买卖双方订立，根据本合同规定的条款，买方同意购买、卖方同意出售下述商品:

This Contract is made and entered into by and between the Buyer and the Seller; and in accordance with the terms and conditions of the Contract, the Buyer agrees to buy and the Seller agrees to sell the following commodity:

1 商品名称

1 Commodity

产地：

Origin:

生产年度：

Crop year:

类别：（细绒棉 ，长绒棉）

Category: \_\_\_\_\_\_\_\_\_ (upland cotton, long-staple cotton)

加工方式： 锯齿棉皮辊棉

Ginning: saw ginnedroller ginned

2 规格/质量

2 Specifications/Quality

级别: USDA通用棉花标准

Grade:USDA Universal Cotton Standards

凭小样（小样型号）

by type:

长度: （英寸，毫米）

Staple Length: (inch/mm)

马克隆值: NCL

Micronaire: NCL

断裂比强度值: 最小值 克/特克斯，平均值 克/特克斯以上

Strength: minimumgrams/tex,

average above grams/tex

3 数量

3 Quantity

净重： （吨，磅，包）

Net Weight:(ton/pound/bale)

溢短装率: %（默认值为％） 不允许多装

Weight Tolerance Ratio %( If not specified here, will be applied)

Excess not allowed

吨与磅的换算公式： 1吨=磅

Conversion between ton and pound: 1 ton= pounds

4价格

4 Price

单价：（美分/磅，人民币元/吨）

Unit Price: (USC(cent)/pound or RMB(Yuan)/ton)

价格条件： （CIF，CFR， FOB，其它）

Terms: (CIF, CFR, FOB or others)

总价: （美元，人民币元）

Total Value:(USD/RMB)

5付款方式 信用证 凭单托收其它

5 Payment Terms Letter of Credit D/P Others

6重量、质量检验:CIQ检验证书为结算和索赔的依据

6 Weight and Quality Inspection: CIQ Inspection Certificate shall be the basis for settlement and compensation

7装运/交货日期：从——（年月日）到——（年月日），或按月等量装运/交货（每月数量）（吨，磅，包）

7 Shipment / Delivery: shipment /delivery from\_\_\_\_\_\_\_\_\_(mm/dd/yy) to\_\_\_\_\_\_\_(mm/dd/yy) Or equal monthly shipment/delivery as follows: \_\_\_\_\_\_\_\_\_\_\_( ton, pound, bale)

8目的地:

8 Destination:

9一般条款

9 General Terms

一般条款为本合同不可分割的一部分。对该条款中任何一款的修改和删除应在备注中注明。 The General Terms shall constitute an integral part of the Contract. Amendment to or deletion of any general terms shall be specified in the Remarks.

10 仲裁：凡因本合同引起的或与本合同有关的任何争议，双方同意提交：（中国国际经济贸易仲裁委员会[CIETAC]； 国际棉花协会[ICA]; 其它仲裁机构），按照申请仲裁时该仲裁机构现行有效的仲裁规则进行仲裁。

10 Arbitration: Any dispute arising from or in connection with the Contract shall be referred to ( CIETAC ，ICA , OTHERS )for arbitration in accordance with its arbitration rules effective at the time of application.

11 本合同采用书面形式，由买卖双方授权代表签字。双方在合同签订日之前以其它书面通讯方式,如信函、电报、传真或电子邮件形式达成的成交内容，须由本合同确认。

11 This Contract shall be made in written form and signed by the authorized representatives of the parties. The signed or stamped contract shall verify the terms and conditions of the contract previously agreed to at an earlier date in other written communications including mail, telegraph, fax, or e-mail.

12 备注

12 Remarks

买方签字: 卖方签字:

Signature of the Buyer:Signature of the Seller：

日 期： 日 期：

Date: Date:

一般条款

GENERAL TERMS

本一般条款是《棉花买卖合同》不可分割的一部分。

These General Terms shall be an integral part of the Cotton Purchase Contract.

1 定义

1 Definitions

在本合同中,下列词语的含义如下:

The following terms shall have the following meanings in the Contract:

· CIQ：中国出入境检验检疫机构。

CIQ：China Entry-Exit Inspection and Quarantine

· NCL：不允许超出控制界限。

NCL：No control limit is allowed.

· USDA：美国农业部。

USDA: United States Department of Agriculture

· 通知：采用电报、信函、传真、电子邮件等方式告知对方。

Notification: to notify the other party by telegraph, mail, fax, e-mail, or other methods.

· 皮重：棉花包装材料的重量。

Tare: the weight of cotton’s packaging materials.

· 净重：总重扣除皮重后的重量。

Net Weight: the gross weight less tare.

· 非棉物质：混入棉花中对使用有严重影响的硬软杂物，如化纤丝、麻丝、破布、木屑、金属物品等。

Non-Cotton Substance: soft or hard sundries mixed in the cotton that have serious impact on the use of the same, including chemical fiber, flax, cloth, wooden chips metal articles, etc.

· 无纺用价值棉花：霉变棉、水渍棉、油污棉、火烧棉、棉花废料、棉短绒等。

No Spinning Value Cotton: mouldy cotton, water damaged cotton, oil stained cotton, burned cotton, cotton waste and linters, etc.

· 棉花废料:加工或使用棉花过程中产生的下脚回收废料等。

Cotton Waste: leftover and/or recycling waste left during the processing or use of the cotton.

· 欺诈棉包：单个棉包中：含有与棉花完全无关的非棉物质；里面含有污染棉花，但从棉包外部或可看出或看不出来；好棉花在外面，次棉花包在里面，以免在常规检查中被发现；有一定数量的无纺用价值棉花。

False Packed Bale: cotton in a single bale: containing substances entirely foreign to cotton; containing damaged cotton in the interior with or without any indication of such damage upon the exterior; composed of good cotton upon the exterior and decidedly inferior cotton in the interior, in such a manner as not to be detected by customary examination; or containing a certain amount of no spinning value cotton.

· 混杂棉包：单个棉包中含有一定数量不同品级、不同长度或不同颜色类型的棉花。

Mixed Packed Bale: a bale containing a certain amount of different grades, staples or colors of cotton.

· 溢短装率：到岸重量超出或少于合同规定重量的部分占合同总重量的百分率。

Weight Tolerance Ratio: the percentage of the part of the CIQ landed weight exceeding or shorter than the weight provided by the Contract against the total contract weight.

· 棉包密度：采用通用棉包密度，是指根据国际标准化组织——ISO第8115-1986（E）的规定，一个货包长度在1060-1400毫米，宽度540毫米，高度700-950毫米。

Bale Density: Universal Bale Density as determined by the International Standards Organization – ISO Reference No. 8115-1986 (E) is a bale with the nominal dimensions of 1060 to 1400 mm in length by 540 mm in width and 700-950 mm in height.

2包装

2 Packing

适合于海运的紧缩机出口包装，外裹棉布或其他不能产生异性纤维的包装，捆扎牢固，包装完整。如果使用容易产生异性纤维的包装材料包装棉花，则卖方须承担全部清理异性纤维的费用。棉花须以通用密度压缩货包的形式供货。

Compressed export packing suitable for voyage, outside wrapped by cotton cloth or other packing materials that do not contain foreign matters, tightly and completely packed. If any packing materials that may easily produce foreign matters are used to pack the cotton, the Seller shall bear all the expenses for the cleaning of foreign matters. The cotton shall be supplied in forms of universal density compressed package.

3唛头

3 Marks

除非另有约定，在棉包上挂有永久性棉包标识卡或在棉包的两侧用不褪色的颜料按下列项目逐包刷唛，其内容为：

Unless otherwise agreed, hang permanent cotton identification card onto the cotton bale or mark on both sides of each cotton bale with unfading paint the following items:

A 批号/包号 \_重 C合同号

A. Lot Number/Bale NumberB. Gross WeightC. Contract Number

若唛头不清，由此而产生的混唛理货费由卖方承担。

If the marks are not clear, all the expenses arising from sorting the mixed mark bales shall be borne by the Seller.

4装船通知

4 Shipment Notice

如为FOB成交:卖方应在收到船公司的装运通知后48小时内，通知买方合同号、品级、长度级或小样型号、包装、净重、金额；装船日期、装船口岸、目的港和预计到港日期，并航寄、传真或电子邮件的形式将装船单据副本一式三份给买方。

Under FOB terms: the Seller shall notify the Buyer by telegraph, fax or e-mail of the contract number, grade, staple or type, packing, net weight, and price; as well as shipment date, shipment port, destination port and estimated arrival date within 48 hours after notification from the shipping line and mail, fax or e-mail three copies of the duplications of the loading documents to the Buyer.

如为CFR/CIF成交:卖方应在收到船公司的装运通知后48小时内，通知买方船名、船龄(老船卖方要付超龄加保费)、船旗、装船日期、装船口岸、目的港、合同号、提单号、总金额、毛重、净重。

Under CFR/CIF terms: the Seller shall notify the Buyer of the ship name, ship age (for aged ship the Seller shall pay the over-age extra premium), ship flag, shipment date, shipment port, destination port, contract number, number of the bill of lading, total price, gross weight and net weight within 48 hours after the shipment notification from the shipping line.

如卖方未按上述、款规定通知买方，以致买方未能及时购买保险，由此而产生的损失由卖方负担。

If the Seller fails to notify the Buyer by telegraph, fax or e-mail as provided in above Article

and Article and thus the Buyer is unable to purchase the insurance in time, all the losses arising therefrom shall be borne by the Seller.

**各类英文合同范本4**

The following document offers excellent guidelines when preparing a timber sale contract.?Separate articles may be added to suit specific circumstances.?It is advised that the Seller and Purchaser employ legal counsel to review the contract prior to its endorsement.

Contract entered into this \_\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_., by and between \_\_\_\_\_\_\_\_\_\_ of \_\_\_\_\_\_\_\_\_ Illinois, hereinafter called the Seller, and \_\_\_\_\_\_\_\_\_\_\_\_\_, of \_\_\_\_\_\_\_\_\_\_\_\_(city), \_\_\_\_\_\_\_\_\_\_\_(state), Illinois Timber Buyer License Number \_\_\_\_\_\_\_, hereinafter called the Purchaser, WITNESSETH:

1. The Seller agrees to sell and the Purchaser agrees to buy for the total sum of \_\_\_\_\_\_\_\_dollars ($\_\_\_\_\_\_\_) under the conditions set forth in this contract all of the live standing timber marked or designated for cutting and all of the dead or down timber marked or designated upon an area of approximately \_\_\_\_\_ acres, situated in the \_\_\_\_\_\_\_\_\_ of Section \_\_\_\_\_\_\_\_, , \_\_\_\_\_\_\_\_\_\_\_\_ County, Illinois, on land owned and recorded in the name of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

The Purchaser further agrees to pay to the Seller as an initial payment under this contract the sum of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ dollars ($\_\_\_\_\_\_\_\_\_), receipt of which is hereby acknowledged, and a final payment in the sum of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ dollars ($\_\_\_\_\_\_\_), prior to any cutting or removal of timber under this contract.

2. The Seller further agrees to mark and dispose of the timber conveyed in this contract in strict accordance with the following conditions:

(a) All trees to be included in this sale will be marked with a distinctive mark on the bole and stump of each tree.

(b) No trees under \_\_\_\_\_ inches in diameter at a point 4 1/2 feet from the ground will be marked for cutting.

(c) No concurrent contract involving the area or period covered in this contract has been or will be entered into by the Seller without the written consent of the Purchaser

(d) The Purchaser and his employees shall have access to the area at all reasonable times and seasons for the purpose of carrying out the terms of this contract.

(e) Unless otherwise specified, all material contained in the marked or designated trees is included in this sale

(f)

(g)

3. The Purchaser further agrees to cut and remove all of the timber conveyed in this contract in strict accordance with the following conditions:

(a) Unless an extension of time is agreed upon in writing between the Seller and Purchaser, all timber shall be paid for, cut, and removed on or before and none after the \_\_\_\_\_ day of \_\_\_\_\_\_\_, 20\_\_\_, and any material not so removed shall revert to the Seller.

(b) Unmarked trees and young timber shall be protected against unnecessary injury from felling and logging operations.?If, however, unmarked trees are cut, damages shall be paid the Seller at the rate of $1 per tree per M bd. ft. for all other species, and in the event that any such trees are cut, said trees shall remain upon the premises and shall be the property of the Seller.

(c) Necessary logging roads shall be cleared by the Purchaser only after their locations have been definitely agreed upon with the Seller or his representative, and any trees to be removed in the clearing operations shall first be marked by the Seller.

(d) During the life of this contract and on the area covered, care shall be exercised by the Purchaser and his employees against the starting and spread of fire, and they shall do all in their power to prevent and control fires.

(e) Any liability for damage, destruction, or restoration of private or public improvements or personal damages occasioned by or in the exercise of this contract shall be the sole responsibility of the Purchaser, and the Purchaser shall save harmless the Seller on account of such damages.

(f) The risk if loss or damage to the trees herein purchased, from any and all causes whatever, shall be borne by purchasers from the date hereof.

(g) The Purchaser will not assign this agreement without the written consent of the Seller.

(h)

(g)

(i)

4. The Seller and Purchaser mutually agree as follows:

(a) All modifications of the contract will be reduced to writing, dated, signed, and witnessed and attached to this contract.

(b) Any need for reassignment of interest of either party may be changed within 10 days following written consent by both parties.?All terms of this contract legally bind the named representatives to excuse this document as written.

(c) The total number of trees conveyed is \_\_\_\_\_ (having a volume of approximately \_\_\_\_\_bd. ft.) composed as follows:

\_\_\_\_\_\_\_ white oak, \_\_\_\_\_\_\_ red and black oak, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

(d) In case of dispute over the terms of this contract, final decision shall rest with a reputable person to be mutually agreed upon the by parties to this contract.?If the parties hereto do not agree upon a third party within 10 days following the initiation of the dispute, or in the case of further disagreement, then within 15 days from the initiation of the dispute, it shall be submitted to a Board of Arbitration of three persons, one to be selected by each party to this contract and the third to be selected by the other two.?The Board shall decide the dispute within 5 days after the matter is referred to it.

In the event that damages are awarded to the Seller by the Board of Arbitration and are not paid on the date that the award is made, then all operations of the Purchaser shall immediately cease, and if the award is not paid or satisfied within 30 days after the date of award, the Seller may take immediate possession of the premises upon which the timber is located, shall retain as liquidated damages all money paid by the Purchaser, and the title to all timber shall revert to and become the property of the seller.

In witness whereof, the parties hereto have set their hands and seals this \_\_\_\_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 20\_\_\_\_.

WITNESSES:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_???\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

for the Purchaser?? Purchaser

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_???\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

for the Seller Seller

**各类英文合同范本5**

party a：party b：

contract no

date：

signed at：

witnesses that the party a for considerations hereinafter named, contracts and agrees with the party b that party a will, within\_\_\_\_\_ days, next following the date hereof, build and finish a libarary building for party b. （ the building hereinafter is referred to as the said building.） the said building is of the following dimensions, with reinforced concrete, brick, stones and other materials, as are described in plans and specifications gereto annexed.

in consideration of the foregoing, party b shall, for itself and its legal representatives, promise to pay party a the sum of one million rmb yuan in manner as follows, to wit：

rmb\_\_\_\_\_at the beginning of the said work.

rmb\_\_\_\_\_on \_\_\_\_\_/ \_\_\_\_\_/\_\_\_\_\_（ for example： 3/21/XX）

rmb\_\_\_\_\_ on\_\_\_\_\_/ \_\_\_\_\_/\_\_\_\_\_

rmb\_\_\_\_\_ on\_\_\_\_\_/ \_\_\_\_\_/\_\_\_\_\_

rmb\_\_\_\_\_ on\_\_\_\_\_/ \_\_\_\_\_/\_\_\_\_\_

and the remaining sum will be paid upon the completion of the work.

it is further agreed that in order to be entitled to the said payments （ the first one excepted, which is otherwise secured ）, party a or its legal representatives shall, according to the architect\'\'s appraisement, have expended, in labor and material, the value of the payments already received by party a, on the building, at the time of payment.

for failure to accomplish the faithful performance of the agreement aforesaid, the party so failing agrees to forfeit and pay to the other\_\_\_\_\_rmb yuan as fixed and settled damages, within one month form the time so failing.

in witness whereof we have hereunto set our hands and seals the day and year first above written.

signed, sealed and delivered

in the presence of

party a ： party b：

**各类英文合同范本6**

Contract No. 合同号: \_\_\_

THIS SERVICE CONTRACT (“Contract”) is made on the \_\_th day of \_\_\_\_.

本服务合同（以下简称“合同”）由下述双方\_\_\_\_年\_\_\_月\_\_\_日签署：

BETWEEN

Party A （Client） 甲方 （客户）

And

Party B ( Supplier of Service) 乙方 （服务方）

WHEREAS, Party A may from time to time demand business service from Party B in Hong Kong

and Mainland China; and Party B has the resources and capability to provide such services;

鉴于甲方根据自己的需要，委托乙方在中国香港和中国大陆区域提供商务服务且乙方具备提供相关服务的能力与资源；

NOW THEREFORE, in consideration of the foregoing of mutual covenants and conditions herein

contained, the parties hereto agree as follows.

因此，双方兹以上述契约与条件为约因，约定如下：

Article 1: Services第一条：服务内容

1. Administration Support - hotel reservation, transportation arrangement, air ticket booking,

schedule arrangement, counsel etc.

行政支持：酒店预订、车辆安排、机票预订、行程安排、咨询服务等

2. Verbal translation service during business trip in Hong Kong or Mainland China (Chinese -

English, Chinese – Hungarian）.

口译：根据需要在商务考察（中国香港或大陆地区）行程中提供中英、中匈翻译。

3. Written translation service, incl. commercial documents and related product information

(Chinese – English, English - Chinese)

笔译：商务信函、文件及产品相关信息的中英、英中翻译

4. Local market research and report市场调查与报告

5. Sourcing support, incl. sample collection and delivery

寻找供货商/货源并按照甲方要求收集、交付样品

6. Purchasing Support (if Party B receives the formal order from Party A) - production status track & update, quality inspection & acceptance, storage and shipping arrangement (incl. document preparation, custom clearance and other necessary support for both sea and air shipment.) A sales contract shall be entered between the Parties for such purchasing support and the sales contract shall prevail in case of any discrepancy.

采购支持（如乙方收到甲方的正式订单）跟踪并更新生产状况、验货、仓储以及发货安排

（包括海运或空运的相关档准备、清关服务及其它支持）。针对采购支持服务，双方需另行

签订销售合同，且如有差异，以销售合同为准。

Article 2: Service Rates & Adjustment 第二条：费率及调整

Party B shall charge for its services stipulated as above and the rates listed in Party B’s formal

quotation shall apply.

乙方将按照其单独报价单中的费率标准向甲方收取上述相关服务的费用。

Party B shall issue invoice to Party A according to the quotation confirmed by Party A. Party A

shall pay the amount indicated in the invoice before receiving service from Party B.

乙方应按照甲方确认的报价金额向甲方开具发票，甲方应在乙方执行服务前依照发票金额全额支付服务费。

Article 3: Confidentiality 第三条：保密

In performance of the services under this contract, Party B may receive proprietary and confidential information from Party A. All such information shall be safeguarded and not be disclosed to third parties without approval by Party A.

本协议有效期内，甲方可能向乙方披露具有产权的、保密性的信息。所有这些信息将会被保护，乙方在未获得甲方准许的情况下不得向任何第三方透露。

Article 4 Entire Agreement & Amendment 第四条：完整性与修改

This Contract and its Appendices (including but not limited to quotation) constitute the final, complete and exclusive statement of the contract of the parties with respect to the subject matter thereof. It supersedes all prior communications, understandings and agreements relating to the subject matter hereof, whether oral or written. No modification or claimed waiver of any provision

of this Contract shall be valid except by written amendment signed by authorized representatives of the parties through negotiation.

本合同及合同附件（包括但不限于报价单）共同构成合同双方基于本合同所涉技术服务的最终、完整且排他性的.协议，并取代此前双方达成的所有口头或书面沟通、理解与协议。对本合同的任何修改需经双方协商一致并书面签署。

Article 5 Dispute Resolution 第五条：争议解决

If any dispute or difference of whatsoever kind shall arise in connection with or arising out of this

Contract, the Parties shall solve attempt to resolve such dispute through friendly consultations. If

such attempt fails, either party shall be entitled to submit the dispute to China International Economic and Trade Arbitration Commission.

任何与本合同相关或起于本合同的争议或异议，双方应尝试以友好协商方式解决。如上述方式无效，任一方均可向中国经济贸易仲裁委员会提请仲裁解决。

Article 6: Language 第六条：语言

This contract shall be written in both Chinese and English. Both language versions are equally authentic. In the event of any discrepancy between the two aforementioned versions, the English version shall prevail.

本合同中、中英两种文字具有同等法律效力，在文字解释上，若有异议，以英文解释为准。

IN WITNESS WHEREOF, each of the Parties hereto has caused this Contract to be signed by their authorized representatives. It shall valid for \_\_ months from the execution date of this contract.

有鉴于此，双方在此责成各自授权代表签署本合同，且本合同自首页签署日起生效，有效

期 个月。

Party A’s Representative: 甲方代表

Name and Title (Print): \_\_\_\_\_\_ 代表姓名/职位（打印或正楷书写）：\_\_\_\_\_\_

Signature: 签名：

Party B’s Representative:乙方代表

Name and Title (Print): 代表姓名/职位（打印或正楷书写）：

Signature: 签名：

**各类英文合同范本7**

编号： no：

日期： date ：

签约地点： signed at：

卖方：sellers：

地址：address： 邮政编码：postal code：

电话：tel： 传真：

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