Statement of work: the Contoso staff Christmas party, 18 December 2026

Fictional document for a demonstration. Contoso, Northwind, Fabrikam and Litware are fictional companies.

Supplier	Litware Events GmbH
Customer	Contoso SAS
Reference	LW-SOW-2026-77
Event	Christmas dinner and party for 220 guests, 18 December 2026, Lyon
Fixed price	EUR 27,000 excluding tax
Includes	Venue, dinner, live band, photo booth, transport home

Key clauses

The supplier's total liability is limited to the amount of this statement of work.

The supplier will process the guest list, including employee names, email addresses and dietary requirements. A data processing agreement must be signed before 1 December 2026.

Final guest numbers must be confirmed by 4 December 2026. A cancellation after that date costs 50 percent of the price.