

Business English

język angielski biznesowy

kieszonkowy
poradnik
biznesowo-
językowy

sons
from any lia
is made thereto.
Full legal age and have the right
authorization, release, and agreement, p
ives, and assigns. This release shall be binding

Name (Print) _____

Signature _____

Address _____

City _____

Date _____

Phone _____

Witness Sign _____

Witness Print _____

Description of Scen _____

10 LEGAL AGREEMENTS

Business English

kieszonkowy **poradnik** biznesowo-językowy

Business English 10 Legal Agreements

Dear Readers,

Welcome to another part of BEM's series of language guides! In this issue we are going to show you 10 sample legal agreements to help you in preparing your own versions of aforementioned documents. Please bear in mind that they are only examples, therefore we strongly recommend that you consult a lawyer whenever you take an important decision concerning any legal agreement.

We wish you a satisfactory reading and hope that these samples will contribute to your success, be it in the field of business or on any other walk of life!

guide – poradnik

sample – próbka, przykład, wzór

legal agreement – umowa, kontrakt

aforementioned – wyżej wspomniany

to bear sth in mind – pamiętać

o czymś, mieć coś na względzie

to consult sb – poradzić się kogoś,

zasięgnąć czyjejs porady

to take a decision – podjąć decyzję

concerning – odnośnie, co się tyczy

satisfactory – zadowalający, dający
satisfakcję

to contribute to sth – przyczynić się

do czegoś

other walk of life – inna sfera życia/
działalności

Kieszonkowy poradnik biznesowo-językowy

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Addendum to Contract

This addendum refers to (e.g. *car lease contract/ employment contract/ construction agreement/ agreement for sale of personal property*) by and between the undersigned parties (e.g. *BHX International Motors and Ms Kate Novak/ Glamour Press and Mr Alex McDoverty/ Mr Pierre Leclerc “Les Maisons Modernes” and Mr Mariusz Marek Kownacki “Polbud Warszawa”/Mr Jeronimo Smith and Ms Caroline Whitekeer*).

Said agreement was signed at (*the place where the contract was signed*) on (*the date of the contract*).

Be it known, that for good consideration the parties make the following changes or additions to the contract (*the exact name of the contract*).

Introduced changes and additions are presented below:

1.
2.
3.

All other terms and provisions of said agreement shall remain in full force and effect.

In witness to their agreement to the terms of this addendum, the parties affix their signatures below. They shall each retain a copy of this addendum for future reference.

Signed at (e.g. *Warsaw*) on (e.g. *the 2nd day of July, 2012*).

First Party Signature

Second Party Signature

.....

.....

Affidavit

I, *(full name)*, registered in *(full address)*, *(occupation)*, make oath and say as follows:
(the text of the oath –
e.g.

I certify that Mr Collin Linsky did not take part in the conference that took place on Monday, the 16th of May, 2012 .Therefore he could not offend the representative of “Tokyo Metal Industry” by not bowing his head on the opening of said conference.)

Signed and sworn

By the above-named Deponent *(full name)*, at *(address where Affidavit is given)*.

Signature of Deponent on *(the date)*, before me

.....
(Name of J.P.)

JUSTICE OF THE PEACE

.....
(Signature of J.P.)

My Commission expires *(date)*,.....