

Fractional Marketing Engineer: how we work together

Client: _____ Date: _____

This sheet names the contact persons and the agreed channels under the appendix "Fractional Marketing Engineer" (clauses 3.1 and 3.3). The Client fills it in and sends it back. Either party can update it at any time in text form.

1. Contact persons at the Client

Role	Name	Email	Phone
Primary contact (sets the order of requests)			
Deputy			
Approves go-live			
Invoices			

Only these persons can create requests and approve changes.

2. Agreed channels for requests

Essential Code checks the ticked channels for requests on Austrian business days during office hours.

Channel	Use it	Address or link
Client portal (Kanban board)	☐	
Slack (the Client's Slack or Essential Code's Slack)	☐	
WhatsApp	☐	
Email	☐	support@essentialcode.eu

A request on a channel that is not ticked counts once Essential Code has put it in the client portal.

3. Contact at Essential Code

Essential Code GmbH, David Wippel, david@essentialcode.eu

4. Confirmation

For the Client: _____ (name, signature, date)