

Freelancer Policy at Investigate Europe

Our guidelines on working with freelancers:

1. A work contract will be sent to the freelance contributor, outlining the work required, the estimated time it is to take and the proposed payment. The contract will then be signed by the contributor and Investigate Europe.
2. The contributor will be required to invoice Investigate Europe, after which payment will be made within 30 working days.
3. Payment for any additional work beyond the scope of the signed contract must be agreed in writing with editorial management.
4. Remuneration for any expenses must be agreed separately in writing between the contributor and Investigate Europe beforehand.
5. The contributor will have use of the findings from the investigation in which they contributed, to publish with their national media outlets, agreed in consultation with Investigate Europe.
6. The contributor will be remunerated in line with their agreement with Investigate Europe once their contribution has been delivered and their invoice submitted.
7. The contributor agrees to uphold Investigate Europe's editorial standards and will declare any potential conflicts of interest. Investigate Europe may withhold payment or part payment where services have not been provided in accordance with these terms and conditions and/or the terms of a specific contract.