

Table of contents

Foreword	V
Introduction	XI
List of statutes	XIII
List of cases	XV
Internet resources	XVII
A. Online dictionaries and glossaries	XVII
B. Online general legal references	XVII
Abbreviations	XIX
List of tables	XIX
Chapter 1 Background: Anglo-American contracts	1
A. Introduction	1
B. Common law systems	2
C. Civil law systems	4
D. Jurisdictions and material law	4
E. Impact on modern business contracts	7
F. Equity and torts	10
I. Torts	10
II. Equity	11
Summary	13
Chapter 2 What is a “contract”?	15
A. Introduction	15
B. Deeds	16
C. Simple contracts	19
I. Meeting of the minds	21
II. Intention to form a legally-binding relationship	22
III. Consideration	22
IV. Capacity	23
Summary	24
Chapter 3 Contract formation	25
A. Offer and acceptance	25
B. Essential terms	26
C. Standard terms and formation	27
D. Writing	28
I. What is ‘writing’?	29
II. When is writing required	30
Summary	32
Chapter 4 Extra-contractual liability	33
A. Pre-contractual documentation	33
I. Letters of intent	33
II. Memoranda of understanding	35
III. Heads of agreement/term sheets	35

B. Implied terms and collateral contracts	36
C. Types of extra-contractual claims	36
I. Promissory estoppel	37
II. Misrepresentation	38
III. Undue enrichment	38
IV. Constructive contracts/quasi-contracts	38
Summary	40
Chapter 5 Legal language of contracts	41
A. Legal English	41
I. 'Normal' English and 'legal' English	41
II. Legal terminology	41
III. Characteristics of traditional legal English	45
B. Legal drafting	47
I. Rules of construction	47
II. Punctuation	49
III. Purpose of modern drafting	51
IV. Drafting hints and guidelines	53
V. Times, dates and deadlines	56
C. Pitfalls of cross system contracts	57
Summary	62
Chapter 6 Liability for breach	63
A. Principles of breach liability	63
I. Common law remedies	66
II. Remedies at equity	69
III. Remedies under statute law	70
B. Defences to breach liability	71
I. Frustration	71
II. Contractual estoppel	72
C. Limitations on liability	74
D. Guidelines for drafting general limitation of liability clauses (common law)	77
E. Liability management	79
Summary	82
Chapter 7 Contract structure and organisation	83
A. Preamble	83
B. Body	85
I. Enumeration	86
II. Headings	87
C. Testimonium	87
D. Attachments	88
Summary	89
Chapter 8 Typical boilerplate clauses	91
A. Language, jurisdiction, law	91
I. Law and jurisdiction	91
II. Enforcement	94
III. Language	95
B. Arbitration, mediation and alternative dispute resolution	97
I. Arbitration	97

Table of contents	IX
II. Mediation	99
III. Adjudication	101
C. Liquidated damages and penalties	101
D. Force majeure	103
I. Frustration distinguished in common law	103
II. Definition of the event	104
III. Consequences	105
IV. Impossibility, force majeure and German law	106
E. Indemnification	107
F. Warranties and guarantees	109
I. Warranties	109
II. Guarantees	112
G. Agreements and representations	112
I. Entire agreement clauses	112
II. Non-reliance clauses	113
H. Bribery	115
I. Brexit, COVID, war, sanctions and other intervening risks	116
I. Material adverse change (MAC) clauses	118
II. Price adjustment clauses	118
III. Specific risk clauses	119
Summary	122
Appendix I: Bibliography and recommended literature	123
Appendix II: Statutes	125
A. Law Reform (Frustrated Contracts) Act 1943	126
B. Misrepresentation Act 1967	128
C. Unfair Contract Terms Act 1977	130
D. Sale of Goods Act 1979	137
E. Supply of Goods and Services Act 1982	156
F. Uniform Commercial Code, Article 2 (US)	168
Appendix III: Templates	201
A. Confidentiality/Non-Disclosure Agreement	202
B. Exclusivity (and Lock-Out) Agreement	206
C. Sales Agency Agreement	210
D. Master Agreement for Supply of Services	221
E. Terms and Conditions for the Provision of Services	227
F. Letter of Intent (English law)	233
G. Letter of Intent (United States)	234
H. International Distribution Agreement	236
I. MOU (Memorandum of Understanding) International Joint Venture	242
J. Licensing Agreement	245
K. Consultancy Agreement	253
L. Sale of Goods Agreement	257
M. Remote Work Agreement	263
N. Preliminary Software Development Agreement	267
O. Boilerplate Clauses	270
I. Assignment	270
II. Compliance (Export Controls)	270
III. Confidentiality	270
IV. Entire Agreement	271

V. Force Majeure (Version 1) 271

VI. Force Majeure (Version 2) 272

VII. Headings 273

VIII. Indemnity 273

IX. Liquidated Damages 273

X. Set-Off 274

XI. Severability 274

XII. Survival and Remedies 274

XIII. Term (and Termination) 274

XIV. Time is of the Essence 274

Appendix IV: General glossary of terminology 275