

Service Agreement

Agreement Information

Agreement Title

Agreement Date

Agreement #

Party Information

Service Provider

Company Name

Address

Phone

Email

Client

Client Name

Address

Phone

Email

Service Description

Services to be Provided

Service Location

Special Requirements or Conditions

Service Schedule

Service Start Date

Service End Date

Ongoing

Service Frequency

- One-time service Weekly Bi-weekly Monthly
 As needed Other:

Service Hours/Schedule

Payment Terms

Service Rate: \$ per

Total Contract Value: \$ (if applicable)

Payment Schedule: Upon Completion Monthly Other:

Payment Due: days from invoice

Late fees: \$ or % after days

Accepted Payment Methods: Check Credit Card ACH Cash

Additional Costs

Materials/Supplies: Included Billed separately at cost + %

Travel/Mileage: Included Billed at \$ per mile

Additional Services Billed at: \$ per hour

Terms and Conditions

Cancellation Requires Days Written Notice

Service Provider's Liability Limited to \$

- Service Provider maintains appropriate insurance
- Both parties agree to maintain confidentiality
- Service Provider is an independent contractor

Additional Terms and Conditions

Termination Clause

Either party may terminate with days written notice

Immediate termination allowed for:

Non-payment beyond days Breach of agreement terms Safety violations Other:

Signatures

Service Provider Authorization

Signature

Signature

Signature

Signature

Print Name

Print Name

Title

Title (if applicable)

Date

Date

Contact Information

Service Provider

Primary Contact

Phone

For 24/7 support

Client

Primary Contact

Phone

Important: This service agreement formalizes the business relationship between the Service Provider and Client. Both parties should retain assigned copy for their records. Any modifications should be made in writing and signed by both parties.