

# Client Service Order Agreement

This Client Service Order Agreement ("Agreement") is entered into by and between:

**Client Name:** \_\_\_\_\_

**Service Provider:** \_\_\_\_\_

**Date:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_\_

## 1. Scope of Services

Description of the services to be provided:

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## 2. Term

Services will commence on: \_\_\_\_ / \_\_\_\_ / \_\_\_\_\_

Services will be completed by: \_\_\_\_ / \_\_\_\_ / \_\_\_\_\_

## 3. Fees and Payment Terms

Total service fee: \$ \_\_\_\_\_

Payment terms: \_\_\_\_\_

## 4. Responsibilities

- **Client Responsibilities:** \_\_\_\_\_
- **Service Provider Responsibilities:** \_\_\_\_\_

## 5. Confidentiality

Both parties agree to keep confidential all proprietary information exchanged under this Agreement.

## 6. Termination

This Agreement may be terminated by either party with written notice as specified:

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## 7. Acceptance

By signing below, both parties agree to the terms and conditions outlined above.

Client Signature:

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Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_\_

Service Provider Signature:

Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

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