

# FREELANCE ACCOUNTANT SERVICES AGREEMENT

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This Freelance Accountant Services Agreement (the "Agreement") is entered into as of \_\_\_\_\_, 20\_\_\_\_ (the "Effective Date"), by and between:

**Client:** \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_ | Email: \_\_\_\_\_

**Freelance Accountant:** \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_ | Email: \_\_\_\_\_

## 1. SCOPE OF SERVICES

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The Accountant agrees to perform the following accounting and financial services for the Client:

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## 2. FEES AND PAYMENT TERMS

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- Compensation:** The Client agrees to pay the Accountant at a rate of \$ \_\_\_\_\_ per \_\_\_\_\_ for the services rendered, or a flat fee of \$ \_\_\_\_\_ per month.
- Invoicing:** Invoices will be submitted by the Accountant on a \_\_\_\_\_ basis.
- Payment Terms:** All invoices shall be paid within \_\_\_\_\_ days from the invoice date. Late payments shall be subject to a fee of \_\_\_\_\_ % per month on outstanding balances.

## 3. TERM AND TERMINATION

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- Term:** This Agreement shall commence on the Effective Date and shall continue until \_\_\_\_\_, or until terminated by either party.
- Termination:** Either party may terminate this Agreement at any time, with or without cause, by providing \_\_\_\_\_ days written notice to the other party. Upon termination, the Accountant shall be compensated for all services performed up to the date of termination.

## 4. INDEPENDENT CONTRACTOR STATUS

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The Accountant is an independent contractor. Nothing in this Agreement shall be construed to create a partnership, joint venture, or employer-employee relationship. The Accountant is responsible for all taxes, insurance, and professional registrations associated with their services.

## 5. CONFIDENTIALITY

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The Accountant agrees to keep all financial, proprietary, and business information of the Client strictly confidential and shall not disclose any such information to third parties without the prior written consent of the Client, except as required by law.

## 6. OWNERSHIP OF WORK PRODUCT

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All reports, financial statements, and other documents prepared by the Accountant for the Client under this Agreement shall become the sole property of the Client upon receipt of full payment for the services rendered.

## 7. GOVERNING LAW

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This Agreement shall be governed by and construed in accordance with the laws of the State/Country of \_\_\_\_\_.

IN WITNESS WHEREOF, the parties hereto have executed this Freelance Accountant Services Agreement as of the Effective Date.

### CLIENT

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

### FREELANCE ACCOUNTANT

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date