

STANDARD AGREEMENT

FOR OUTSOURCED ACCOUNTING SUPPORT

This Agreement is entered into and made effective as of _____, by and between the following parties:

Service Provider:

Company/Individual Name: _____

Address: _____

Represented by: _____

Client:

Company/Individual Name: _____

Address: _____

Represented by: _____

WHEREAS, the Client desires to retain the Service Provider to perform outsourced accounting and financial support services, and the Service Provider agrees to perform these services under the terms and conditions set forth in this Agreement.

1. SCOPE OF SERVICES

The Service Provider shall provide the Client with the following accounting and financial support services:

1. _____
2. _____
3. _____
4. _____

2. TERM AND TERMINATION

This Agreement shall commence on _____ and shall continue:

Until terminated by either party giving _____ days written notice.

Until the specified completion date of _____.

3. FEES AND PAYMENT TERMS

For the services rendered, the Client shall pay the Service Provider according to the following schedule:

Service/Deliverable Description	Rate / Fixed Fee	Frequency / Due Date

Service/Deliverable Description	Rate / Fixed Fee	Frequency / Due Date

Invoices shall be issued _____ and are payable within _____ days from the invoice date.

4. CONFIDENTIALITY AND DATA PROTECTION

1. The Service Provider acknowledges that they will have access to confidential financial information and business data of the Client.
2. The Service Provider agrees to maintain the absolute confidentiality of all such information and shall not disclose it to any third party without the prior written consent of the Client.
3. The Service Provider shall implement reasonable security measures to protect the integrity and safety of the Client's financial records.

5. INDEPENDENT CONTRACTOR STATUS

The Service Provider is an independent contractor. Nothing in this Agreement shall construct a relationship of employer and employee, partnership, or joint venture between the parties.

6. GOVERNING LAW

This Agreement shall be governed by and construed in accordance with the laws of _____.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first written above.

FOR THE SERVICE PROVIDER:

FOR THE CLIENT:

Signature

Signature

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____