RECURRING MONTHLY ACCOUNTING SERVICES AGREEMENT

This Recurring Monthly Accounting Services Agreement (the "Agreement") is entered into and made effective as of _____, by and between:

Client: _____
Address: _____
Phone: _____ | Email: _____

Service Provider: _____
Address: _____
Phone: _____ | Email: _____

1. ENGAGEMENT OF SERVICES

The Client hereby engages the Service Provider to perform professional monthly accounting and financial services, and the Service Provider agrees to provide such services under the terms and conditions outlined in this Agreement.

2. SCOPE OF MONTHLY SERVICES

The Service Provider shall perform the following recurring monthly services for the Client:

- _____
- _____
- _____
- _____
- _____

3. RETAINER FEES AND PAYMENT TERMS

For the services rendered under this Agreement, the Client agrees to pay the Service Provider according to the following terms:

a. **Monthly Retainer Fee:** The Client shall pay a recurring monthly fee of $_____.

b. **Payment Due Date:** Payment is due in advance on the _____ day of each calendar month.

c. **Payment Method:** Payments shall be made via _____.

d. **Late Payments:** Any payment not received within _____ days of the due date will be subject to a late fee of _____ or interest calculated at _____% per month, whichever is higher.

4. TERM AND TERMINATION

This Agreement shall commence on _____ and shall continue on a month-to-month basis.

Either party may terminate this Agreement at any time by providing written notice to the other party at least _____ days prior to the desired termination date. Outstanding payments for services rendered up to the date of termination shall remain due and payable.

5. CLIENT RESPONSIBILITIES AND ACCESS

The Client agrees to provide all necessary financial documents, records, bank statements, receipts, and invoices to the Service Provider in a timely manner, no later than the _____ day of each month. The Service Provider is not

responsible for delays or errors resulting from the Client's failure to provide accurate and timely information.

6. CONFIDENTIALITY

The Service Provider agrees to maintain the strict confidentiality of all financial information, proprietary business records, and personal data provided by the Client. Information will not be shared with third parties without the prior written consent of the Client, except as required by law.

7. LIMITATION OF LIABILITY

The Service Provider's liability under this Agreement shall be limited to the total amount of fees paid by the Client to the Service Provider during the _____ months immediately preceding the event giving rise to liability. The Service Provider is not responsible for any penalties, interest, or losses incurred due to inaccurate information provided by the Client.

8. GOVERNING LAW

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

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

CLIENT	**SERVICE PROVIDER**
_____	_____
Authorized Representative Signature	Authorized Representative Signature
_____	_____
Printed Name	Printed Name
_____	_____
Title	Title
_____	_____
Date	Date