

# FINANCIAL CONTROLLER SERVICES AGREEMENT

This Financial Controller Services Agreement (the "Agreement") is entered into as of this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, by and between:

**CLIENT:** \_\_\_\_\_, with a principal place of business at \_\_\_\_\_ (hereinafter referred to as the "Client"),

**AND**

**SERVICE PROVIDER:** \_\_\_\_\_, with a principal place of business at \_\_\_\_\_ (hereinafter referred to as the "Controller").

## 1. ENGAGEMENT AND SCOPE OF SERVICES

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The Client hereby engages the Controller, and the Controller agrees to perform the following financial controller services:

1. Oversight and management of the Client's daily accounting functions and financial record-keeping.
2. Preparation of monthly, quarterly, and annual financial statements in accordance with applicable accounting standards.
3. Budgeting, financial forecasting, and cash flow analysis.
4. Coordination with external auditors, tax preparers, and regulatory authorities.
5. Establishment and maintenance of internal financial controls and procedures.
6. Other services as mutually agreed upon in writing by both parties: \_\_\_\_\_.

## 2. TERM OF AGREEMENT

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This Agreement shall commence on \_\_\_\_\_, 20\_\_\_\_\_, and shall continue in full force and effect until:

1. Terminated by either party giving \_\_\_\_\_ days written notice to the other party.
2. The completion of the services, specified as: \_\_\_\_\_.

## 3. COMPENSATION AND PAYMENT TERMS

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In consideration for the services provided by the Controller, the Client agrees to pay the following:

1. **Fees:** The Client shall pay the Controller at a rate of \_\_\_\_\_ per \_\_\_\_\_ (hour/month/project).
2. **Invoicing:** The Controller shall invoice the Client on a \_\_\_\_\_ basis. Payment shall be due within \_\_\_\_\_ days from the date of the invoice.
3. **Late Payment:** Past due balances shall accrue interest at a rate of \_\_\_\_\_ % per month.
4. **Expenses:** The Client shall reimburse the Controller for reasonable, pre-approved out-of-pocket expenses incurred in the performance of services.

## 4. INDEPENDENT CONTRACTOR STATUS

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The Controller is an independent contractor and not an employee, partner, or agent of the Client. The Controller is solely responsible for all tax obligations, insurance, and other liabilities associated with the performance of services under this Agreement.

## 5. CONFIDENTIALITY

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The Controller agrees to hold in strict confidence all financial information, trade secrets, business plans, and personal data of the

Client. The Controller shall not disclose any such confidential information to any third party without the prior written consent of the Client, except as required by law.

**6. PROPRIETARY RIGHTS**

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All reports, financial models, templates, and other documents prepared by the Controller specifically for the Client under this Agreement shall become the sole property of the Client upon receipt of full payment.

**7. LIMITATION OF LIABILITY**

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The Controller shall perform the services with reasonable care and skill. To the maximum extent permitted by law, the Controller's total liability for any claims arising out of this Agreement shall be limited to the total fees paid by the Client under this Agreement.

**8. GOVERNING LAW AND JURISDICTION**

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This Agreement shall be governed by and construed in accordance with the laws of the State/Country of \_\_\_\_\_, without regard to conflict of law principles. Any legal action arising hereunder shall be brought in the courts located in \_\_\_\_\_.

**9. ENTIRE AGREEMENT**

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This Agreement constitutes the entire understanding between the parties and supersedes all prior discussions, negotiations, and agreements. Any amendments to this Agreement must be in writing and signed by both parties.

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

**CLIENT:**

**CONTROLLER:**

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Authorized Signature

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

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

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