

FREELANCE BOOKKEEPER SERVICE AGREEMENT

This Freelance Bookkeeper Service Agreement (the "Agreement") is entered into as of _____, by and between:

Client: _____

Address: _____

Bookkeeper: _____

Address: _____

1. SERVICES

The Bookkeeper agrees to perform the following professional bookkeeping services for the Client:

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

2. COMPENSATION & PAYMENT

The Client agrees to pay the Bookkeeper for the services rendered under the following terms:

Rate: _____ per _____

Invoices shall be submitted by the Bookkeeper on a _____ basis. Payment is due within _____ days of the invoice date.

3. TERM & TERMINATION

This Agreement shall commence on _____ and shall continue _____.

Either party may terminate this Agreement by providing _____ days written notice to the other party.

4. RELATIONSHIP OF PARTIES

The Bookkeeper is an independent contractor. Nothing in this Agreement shall construct a relationship of employer and employee, principal and agent, or partnership between the Bookkeeper and the Client.

5. CONFIDENTIALITY

The Bookkeeper acknowledges that during the performance of this Agreement, they will have access to confidential financial information of the Client. The Bookkeeper agrees to keep all such information strictly confidential and shall not disclose it to any third party without the prior written consent of the Client.

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.

Client:

Signature: _____

Name: _____

Title: _____

Date: _____

Bookkeeper:

Signature: _____

Name: _____

Title: _____

Date: _____