

QUICKBOOKS SOFTWARE IMPLEMENTATION AND USER TRAINING AGREEMENT

This Agreement (the "Agreement") is made and entered into this _____ day of _____, 20____, by and between:

Provider:

Address: _____

Contact: _____

And

Client:

Address: _____

Contact: _____

1. SCOPE OF SERVICES

The Provider agrees to perform the following services (the "Services") for the Client:

A. QuickBooks Implementation:

Setup and configuration of QuickBooks_____ software, including chart of accounts, company preferences, customer list, vendor list, and initial opening balances.

B. Data Migration:

Migration of historical financial data from the Client's legacy system covering the period starting from_____ to _____.

C. User Training:

Delivery of _____ hours of training for _____ employees of the Client, covering daily workflows, transaction entries, and basic reporting.

D. Post-Implementation Support:

Support services for a period of _____ days following the go-live date.

2. FEES AND PAYMENT

A. Implementation Fee: The Client shall pay the Provider a flat fee of \$_____ for the implementation services.

B. Training Fee: The Client shall pay the Provider a fee of \$_____ per hour or a flat rate of \$_____ for the training sessions.

C. Payment Schedule:

- Deposit of _____% due upon signing of this Agreement.
- _____% due upon completion of software implementation.
- Balance due upon completion of user training.

3. CLIENT RESPONSIBILITIES

The Client agrees to provide timely access to all necessary financial records, source documents, user accounts, and IT infrastructure necessary for the Provider to complete the implementation within the agreed timeframe.

4. TERM AND TERMINATION

This Agreement shall commence on the date first written above and shall continue until the services are fully delivered, or until terminated by either party with _____ days written notice.

5. CONFIDENTIALITY

The Provider agrees to keep all proprietary financial and business information of the Client strictly confidential and shall not disclose any information to third parties without the prior written consent of the Client.

6. LIMITATION OF LIABILITY

The Provider's total liability under this Agreement shall be limited to the total amount of fees paid by the Client to the Provider under this Agreement.

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

For the Provider:

For the Client:

Authorized Signature

Authorized Signature

Printed Name & Title

Printed Name & Title

Date

Date