

FREELANCE ACCOUNTANT SERVICE AGREEMENT

This Freelance Accountant Service Agreement (the "Agreement") is entered into as of _____ / _____ / 20_____, by and between:

Client: _____
Address: _____
Contact Email: _____

Freelance Accountant: _____
Address: _____
Contact Email: _____

1. Scope of Services

The Accountant agrees to perform the following professional accounting and financial services for the Client:

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

2. Term and Termination

This Agreement shall commence on _____ / _____ / 20____ and shall continue:

- ☐ Until _____ / _____ / 20_____.
- ☐ Until the completion of the Services described in Section 1.
- ☐ On a month-to-month basis until terminated by either party.

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

3. Compensation and Payment Terms

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

Rate: _____ per _____ (e.g., hour, month, project).
Invoicing Frequency: _____
Payment Terms: Payments shall be made within _____ days from the receipt of invoice.

4. Relationship of Parties

The Accountant is an independent contractor. Nothing in this Agreement shall construct a partnership, joint venture, agency, or employer-employee relationship between the Accountant and the Client.

5. Confidentiality

The Accountant acknowledges that they will have access to confidential and proprietary information of the Client. The Accountant agrees to keep all such information strictly confidential and shall not disclose it to any third party without prior written consent from the Client.

6. Ownership of Documents

All financial reports, spreadsheets, ledgers, and other documents prepared by the Accountant in the performance of services under this Agreement shall become the sole property of the Client upon receipt of full payment.

7. Governing Law

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

8. Entire Agreement

This Agreement constitutes the entire understanding between the parties and supersedes any prior oral or written agreements regarding the subject matter herein.

Client Signature:

Name: _____
Title: _____
Date: _____

Accountant Signature:

Name: _____
Title: _____
Date: _____