MONTHLY FINANCIAL AND ACCOUNTING RETAINER AGREEMENT

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

Service Provider: _____
With a principal place of business at: _____

Client: _____
With a principal place of business at: _____

Each of the Service Provider and the Client may be referred to individually as a "Party" and collectively as the "Parties."

1. ENGAGEMENT AND SCOPE OF SERVICES

The Client hereby engages the Service Provider to perform professional financial and accounting services on a monthly retainer basis. The scope of monthly services shall include, but is not limited to:

1. General ledger maintenance and bookkeeping.
2. Monthly bank and credit card reconciliations.
3. Preparation of monthly financial statements (Balance Sheet, Income Statement, and Cash Flow Statement).
4. Accounts receivable and accounts payable management, as agreed upon.
5. Regular financial consultation and review meetings.
6. Other mutual services as specified here:

_____

2. RETAINER FEE AND PAYMENT TERMS

In consideration for the services rendered, the Client agrees to pay the Service Provider a recurring monthly retainer fee of$ _____.

The retainer fee is due and payable in advance on the _____ day of each calendar month. Payments shall be made via _____. Any additional services requested outside the standard scope outlined in Section 1 will be billed at an hourly rate of $_____ per hour, subject to prior written approval by the Client.

3. TERM AND TERMINATION

This Agreement shall commence on _____ and shall continue on a month-to-month basis until terminated by either Party. Either Party may terminate this Agreement at any time, with or without cause, by providing _____ days' prior written notice to the other Party. Upon termination, the Client shall pay for all services rendered up to the effective date of termination.

4. CLIENT COOPERATION AND ACCESS

The Client agrees to provide the Service Provider with timely access to all necessary financial records, bank statements, receipts, and invoices required to perform the services. The Service Provider shall not be held liable for any inaccuracies, late filings, or penalties resulting from the Client's failure to provide complete and accurate information in a timely manner.

5. CONFIDENTIALITY

The Service Provider agrees to maintain the strict confidentiality of all proprietary, financial, and business information obtained from the Client during the course of this engagement. This obligation of confidentiality shall survive the termination of this Agreement.

6. GOVERNING LAW

This Agreement shall be governed by, and construed in accordance with, the laws of the State of _____, without regard to its conflict of laws principles.

7. ENTIRE AGREEMENT

This Agreement constitutes the entire understanding between the Parties regarding the subject matter hereof and supersedes all prior discussions, negotiations, or agreements. Any modifications to this Agreement must be in writing and signed by both Parties.

IN WITNESS WHEREOF, the Parties hereto have executed this Monthly Financial and Accounting Retainer Agreement as of the date first written above.

CLIENT:

_____

Authorized Signature

Print Name: _____

Title: _____

Date: _____

SERVICE PROVIDER:

_____

Authorized Signature

Print Name: _____

Title: _____

Date: _____