

Services Agreement Template

Between [YOUR COMPANY NAME] of [YOUR ADDRESS], [YOUR CITY], [YOUR COUNTRY] ("the Supplier") and [CLIENT NAME] of [CLIENT ADDRESS], [CLIENT CITY], [CLIENT COUNTRY] ("the Client").

Dated [DATE].

1. Services

The Supplier will provide the services described in the accompanying scope of work. Any work outside that scope is a variation and is agreed in writing before it starts.

2. Term

This agreement starts on [START DATE] and continues until [END DATE]. Either party may end it by giving [NOTICE PERIOD] written notice.

3. Fees and payment

The fee for the services is [CONTRACT VALUE]. Invoices are payable within 30 days of the invoice date unless agreed otherwise in writing. Interest may be charged on overdue amounts at the statutory rate.

4. Client responsibilities

The Client will provide timely access to the people, information and premises the Supplier reasonably needs. Delays caused by the Client may move agreed dates and may carry additional cost, notified in advance.

5. Intellectual property

Materials created for the Client under this agreement transfer to the Client on payment in full. The Supplier keeps ownership of anything it already owned, and of general know-how.

6. Confidentiality

Each party will keep the other's non-public information confidential and use it only to perform this agreement. This survives the end of the agreement.

7. Liability

Neither party excludes liability for death or personal injury caused by negligence, or for fraud. Otherwise each party's total liability is limited to the fees paid under this agreement in the twelve months before the claim.

8. Governing law

This agreement is governed by the laws of [YOUR COUNTRY], and the courts of [YOUR COUNTRY] have exclusive jurisdiction.

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