**Service Agreement, Page 1 of 2**

**(Please complete the areas appearing highlighted in RED\*, and return to me, ensuring you have read all the relevant information related to your chosen service.)**

**(Should any text remain highlighted in BLUE - this document is INVALID, please request a revised and corrected copy before filling out this Service Agreement. Thank you and sorry for any inconvenience should you see any.)**

This Service Agreement ("Agreement") is entered into as of [Date], (Start Date)

by and between Scott England Tripp, Elite Consultancy & Secretarial Support Services

hereinafter referred to as the "Service Provider,"

and [Client's Full Name, Business Name],

hereinafter referred to as the "Client."

1. Scope of Services: The Service Provider agrees to provide online consultancy and secretarial support services (the "Services") as described in Exhibit A, attached to this Agreement.

2. Term: This Agreement shall commence on (Start Date, above)

and continue until [End Date]

unless otherwise terminated in accordance with the provisions of this Agreement.

3. Compensation: As full consideration for the Services, the Client shall pay the Service Provider a fee as set forth in Exhibit B. Exhibit B, is described below and can be referred to using the links provided.

4. Confidentiality: The Service Provider will keep confidential any confidential information received from the Client related to the Client's business and shall not disclose it to any third party without the prior written consent of the Client.

5. Termination: Either party may terminate this Agreement by providing [e.g., 30 days] written notice to the other party.

6. Governing Law: This Agreement shall be governed by and construed in accordance with the laws of the United Kingdom.

7. Entire Agreement: This Agreement constitutes the entire agreement between the parties, and supersedes all prior oral or written agreements, understandings or arrangements relating to the Services.

**Service Agreement, Page 1 of 2**

**Signed:**

**Service Provider:**

Scott E Tripp

Elite Consultancy & Secretarial Support Services

RecreationWithin.co.uk

AdvertEase.co.uk, AdverEasement.co.uk

[Signature]

[Date Signed]

**Client**:

[Client's Name]

[Client's Title]

[Client's Signature]

[Date]

**Exhibit A** – Detailed Description of the Services

This is where I outline in detail what your services include, therefore, I refer you to my websites for full details:

https://a2zelite.webador.co.uk/

https://office.webador.co.uk/services-provided

**Exhibit B** – Fee Structure and Payment Terms

This is where I outline in detail your fees and the terms for payment, therefore, I refer you to my websites for full details:

https://a2zelite.webador.co.uk/

https://office.webador.co.uk/services-provided

**\* Feel Free To Either: Print, Edit and Scan and Return to me this completed Service Agreement, or; Complete and Return this form digitally. Thank you for your valued custom.**