SERVICE CONTRACT

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SECTION 1

Company and Client Information

CONTACT NAME

BUSINESS NAME

CONTACT PHONE NUMBER

CONTACT EMAIL

COMPANY PHONE NUMBER

COMPANY EMAIL

WEBSITE ADDRESS

BUSINESS ADDRESS

MAILING ADDRESS

TYPE OF WORK

- [ ] Computer
- [ ] Printer
- [ ] Software
- [ ] Cyber Security
- [ ] Firewall / VPN
- [ ] WiFi / Internet
- [ ] Website
- [ ] IT Support
- [ ] Other

SCOPE OF WORK

Describe the requested work, expected result, systems, locations, and known limitations.

DESIRED LENGTH OF SERVICE OR WORK

- [ ] Daily
- [ ] Weekly
- [ ] Monthly
- [ ] Yearly
- [ ] Once
- [ ] Other

OTHER SERVICE PERIOD OR DETAILS

SECTION 2

Contract Specifics

CLIENT CUSTOMER OR COMPANY COVERED BY THESE TERMS

PAYMENT DETAILS PAYMENT METHODS AND PAYMENT PLANS

Include deposit, installments, due dates, accepted methods, and late-payment terms if used.

SCOPE CHANGES AND EXTRA CHARGES

State what may change without charge, what costs extra, and how approval will be documented.

BASE PRICE

EXTRAS OR ALLOWANCES

TOTAL FEES OR CONTRACT PRICE

PRICE DETAILS INCLUSIONS AND EXCLUSIONS

LEVEL AND SCOPE OF FREEDOM IN DECISIONS

Describe decisions Maclean may make independently and decisions requiring client approval.

SECTION 3

Signatures

By signing below, each party confirms that Sections 1 and 2 accurately state the agreed work and contract specifics, and that the signer is authorized to sign for the named client, company, or service provider.

CLIENT CUSTOMER OR COMPANY

COMPANY OR CLIENT LEGAL NAME

CLIENT REPRESENTATIVE PRINT NAME

CLIENT SIGNATURE

DATE

MACLEAN OF DUART ENTERPRISES

MY COMPANY NAME

Maclean Of Duart Enterprises Corp

MY PRINT NAME

MY SIGNATURE

DATE

Provide a completed copy to each party after signing.