

SERVICE AGREEMENT

This AGREEMENT is made between

Company Name (Client)

Business Address

City, State Zip code

and

CPH Solutions (Provider)
289 East 5th St, #505
St Paul, MN 55101

1. Services.
Provider agrees to provide up to [5 10 20 40] (circle one) hours of service each period, with the period not to exceed a year when contract and hours expire, to perform the following computer system maintenance services for Client:

Detect and repair disk and system conflicts; diagnose and resolve software conflicts; maximize disk drive performance as required; install hardware and/or software as directed; and provide network diagnostics and/or maintenance as requested.

This agreement covers all computer systems and peripherals used by the Client at its business address as part of its normal business activity.

2. Period of Service.
Provider will provide these services beginning from the date of this agreement. This agreement shall remain in effect until either party provides 30 days written notice of cancellation, or automatic termination at the end of one year from the date of this agreement.
3. Payment.
In consideration of Provider's satisfactory performance of these services Client agrees to pay Provider \$_____ payable at the beginning date of this agreement. Client also agrees to pay an additional \$75.00 per hour for service provided in excess of the _____ hours, and to pay \$150.00 per hour for service outside normal office hours (8 am – 6 pm), on weekdays or anytime on weekends and holidays.
4. Invoices.
Provider will submit monthly invoices detailing all services performed, all parts and materials purchased, and all shipping & handling charges incurred.
5. Independent Contractor.
The parties intend Provider to be an independent contractor in the performance of these services. Provider shall have the right to control and determine the method and means of performing the above services; Client shall not have the right to

control or determine such method or means.

6. Other Clients.
Provider retains the right to perform services for other clients.
7. Assistants.
Provider, at Provider's expense, may employ such assistants as Provider deems appropriate to carry out this agreement. Provider will be responsible for paying such assistants, as well as any expense attributable to such assistants.
8. Equipment and Supplies.
Provider, at Provider's own expense, will provide all equipment, tools and supplies necessary to perform the above services.
9. Parts, Materials, and Shipping & Handling.
Client, at Client's expense, agrees to pay for all parts, materials, and shipping and handling charges necessary to complete requested services by Client.

Signed: _____ Date: _____
(Authorized Agent for Client)

Signed: _____ Date: _____
(Provider)

Mail this form to CPH Solutions with payment, or scan and email to info@CPHSolutions.com. You can also pay online with a credit card, bank account, or PayPal account at, www.CPHSolutions.com/services.html. Click on "Pay your CPH Solutions bill", or the PayPal logo.

