

Contractual Agreement Between Parties

Date of Issue: September 15, 2023
Purchase Order Number: PO987654
Reference Identifier: DM-2023-01

Parties Involved

From	To
Digital Marketing Agency	E-commerce Solutions Ltd.
Contact: contact@digimarketing.com	Contact: billing@ecommercesolutions.com
Phone: +12348765432	Phone: +12345678901
Address: N/A	123 Commerce Ave, Suite 300,
	New York, NY 10001

Summary of Services Rendered

The following delineates various facets of collaboration, emphasizing the nature of services provided:

- Social Media Management:
- Quantity: 1
- Price per Instance: \$1,500.00
- VAT: 10%

- Total Amount: \$1,650.00

- Google Ads Campaign:
- Quantity: 1
- Price per Instance: \$2,500.00
- VAT: 10%

- Total Amount: \$2,750.00

- (See Table Below for Additional Services)

Description of Goods and Services	Quantity	Price per Unit	VAT (%)	Total Amount
Content Creation	5	\$300.00	10	\$1,650.00
Email Marketing	10	\$100.00	10	\$1,100.00
Total Subtotal				\$6,705.00
Tax Collected				\$445.00
Total Amount Payable				\$7,150.00

Payment Terms & Conditions

It is incumbent upon the parties to observe and adhere to crucial stipulations surrounding financial transactions. As per our agreement, the balance due of \$7,150.00 must be settled by October 15, 2023, equating to thirty calendar days post-issue date.

A penalty clause has been instituted, following a brief review of regulatory mechanisms; a 5% surcharge will be levied on outstanding amounts past the due date. Subsequent to the initiation of a payment process, the collector of said dues will maintain an account under the auspices of First National Bank, account number 123456789.

Additionally, while the frequency of payment has been distilled to a thirty-day cycle, there exists an open channel for exploration regarding time-based concessions or alterations to this schedule. Should any variance be proposed, both parties are encouraged to negotiate in the spirit of mutual benefit.

Additional Considerations

In the vein of fostering a more comprehensive relationship, it may be prudent to explore other promotional avenues during our tenure. Feel free to reach out for various promotional opportunities at our liaison point: promotions@digimarketing.com.

Furthermore, we encourage open communication should queries arise regarding this contract. For minor adjustments or inquiries outside the core responsibilities, reaching us at our main line +12348765432 will yield prompt responses.

Lastly, whilst this document serves primarily as a financial concord, we appreciate the importance of maintaining an amicable rapport. The underlying ethos of collaboration ought not to be overlooked, and both parties are reminded of the potential benefits in synergy—not simply fiscal.

Conclusion

We look forward to gathering the fruits of this labor and reaching heights through our collaborative efforts. Both parties are encouraged to reflect upon the terms herein and ensure comprehensive understanding before the aforementioned dates resonate.

Digital Marketing Agency
Represented by: ____
Title: _ ____
Date: ____

E-commerce Solutions Ltd.
Represented by: ____
Title: _ ____
Date: ____