

Agreement Between Creative Media Solutions and Digital Innovations LLC

Issue Date: August 15, 2023
Due Date: September 15, 2023
Purchase Order Number: PO123456

Parties Indicated Herein: - Provider:
Creative Media Solutions
Email: contact@creativemediasolutions.com
Phone: Not Applicable

- Client:
Digital Innovations LLC
Email: accounts@digitalinnovations.com
Phone: +15551234567
Address: 450 Innovation Blvd, Suite 100, San Francisco, CA 94103

Article I: Goods and Services Rendered

Within the framework of this contract, Creative Media Solutions shall provide various services, as laid out in the following tabulated format, ensuring each line item fulfills the standards expected by Digital Innovations LLC. The following represents the sketch of each agreed-upon service:

| Services Description | Quantity | Price Per Unit | VAT (%) | Amount |
|--------------------------------|----------|----------------|---------|-----------|
| Graphic Design Services | 1 | \$2500.00 | 10 | \$2750.00 |
| Video Production | 2 | \$1500.00 | 10 | \$3300.00 |
| Social Media Management | 3 | \$800.00 | 10 | \$2640.00 |
| Email Marketing Campaign | 5 | \$400.00 | 10 | \$2200.00 |
| Website Maintenance | 12 | \$200.00 | 10 | \$2640.00 |
| Copywriting for Advertisements | 4 | \$600.00 | 10 | \$2640.00 |
| Market Research | 1 | \$1500.00 | 10 | \$1650.00 |

Total Calculation Breakdown

It is determined that a subtotal of the above services amounts to \$18,830.00. With an imposition of a supplementary tax of \$950.00, the grand total emerges as follows:

- Subtotal: \$18,830.00
- Tax Amount: \$950.00
- TOTAL: \$19,780.00

Important Note: The comprehensive figure is due 30 days post the issuance date above.

Article II: Payment Terms

As specified, the balance outstanding is the total amount due, amounting to \$19,780.00. The terms dictate that

payments must fall due on the date indicated. Furthermore, it is important for Digital Innovations LLC to adhere strictly to the payment window established within this agreement, which is classified under the net 30 category; thus, punctuality is mandated.

Payment details are delineated as follows for convenience:

- Bank: Chase Bank
- Account Number: 1122334455

In the event of any discrepancies or concerns regarding payment processes, Digital Innovations LLC is encouraged to reach out to the provided correspondence channels that Creative Media Solutions has set:

- For Further Inquiries:
- Phone: +15551122345
- Email: promo@creativemediasolutions.com
- Web: www.creativemediasolutions.com

Article III: Additional Provisions and Information

To ensure clarity and transparency, we hereby assert that the contract carries an identification code labeled as CMS-2023. Therefore, records must be appropriately maintained for reviewing purposes. Notably, should any adjustments be required post-finalization of this instance, those will follow a procedural compliance honorably observed within customary practices.

Digital Innovations LLC holds a responsibility of maintaining the confidentiality of this contract, as well as any sensitive data shared in association with services rendered which extends beyond the scope of direct payment concerns. The observation of private data legislation must be adhered to vigilantly.

Lastly, while this document carefully outlines the critical points of arrangement, it does not encompass its brevity alone, rather, it aims to embody and echo the essence of cooperation which both companies strive for as they proceed with associated projects. Regular communication will be key to affirming alignment in objectives and expectations as the contract term unfolds.

Advisory Note: Creative Media Solutions recommends that all representatives review this agreement thoroughly and ensure all understanding of obligations is achieved prior to providing written assent. Upon acknowledgment of this contract, an email response confirming receipt and agreement is advisable within the set boundaries defined herein.

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