

# Service Agreement Contract

Issue Date: August 15, 2023  
Contract ID: CA-2023

This document serves as a formal agreement between Creative Agency LLC (hereinafter referred to as "Party A"), whose contact email is [contact@creativeagency.com](mailto:contact@creativeagency.com), and Tech Innovations Inc. (hereinafter referred to as "Party B"), located at 456 Tech Blvd, San Jose, CA 95134. The contract lays the foundation for the collaborative efforts and services that are to be rendered from Party A to Party B.

## Contact Details

For any inquiries related to the services provided, Party B may contact the committed representative via email at [invoice@techinnovations.com](mailto:invoice@techinnovations.com) or reach out through phone at +1234567890. Correspondence from Party A is also welcome; further promotional information can be obtained through the following mediums:

- Phone: +1231231234
- Email: [info@creativeagency.com](mailto:info@creativeagency.com)
- Website: [www.creativeagency.com](http://www.creativeagency.com)

## Scope of Services

The enumerated services to be offered by Party A are categorically noted as follows:

Description of Goods and Services	Quantity	Price per Unit	VAT (%)	Total Amount
Graphic Design Services	2	\$ 1500	10	\$ 3300
Social Media Management	1	\$ 2500	10	\$ 2750
Video Editing	3	\$ 800	10	\$ 2640
Copywriting Services	5	\$ 400	10	\$ 2200
Subtotal				\$ 13990
Discount				\$ 100
Tax				\$ 800
Total Amount Due				\$ 12490

The total amount due to be settled by Party B is \$12,490, which is notably the result of the subtotal with applicable deductions and taxes included. It's crucial to understand that Party B is expected to settle this amount within 30 days from the due date specified herein.

## Additional Terms

In the event of any delays in payments, a nominal charge of 5% shall be applied as a late fee. The payment is expected by September 15, 2023. All transactions shall be directed to the requested banking institution outlined below.

Bank Details:  
- Bank Name: First National Bank  
- Account Number: 123456789

Note: Failure to adhere to these payment terms may result in further action as deemed necessary by Party A, which may include, but is not limited to, legal proceedings for recovery, unless other arrangements have been documented and agreed upon.

## Miscellaneous Provisions

While the core components of this contract pertain strictly to the scope of services outlined above, both parties acknowledge that open lines of communication are essential for a robust working relationship. It is understood that both parties can suggest changes or requests through formal discussions if deemed necessary.

It is also understood that the service duration can potentially extend at the discretion of Party A based on the operational needs of Party B. Clarifications on these extensions will be discussed when necessary but are not guaranteed past the original terms.

Furthermore, both entities acknowledge that they are bound by this agreement, which serves not only as a financial arrangement but as a commitment toward excellence and mutual growth. Any further actions taken beyond this agreement must be formally documented to maintain clarity and transparency.

Both parties shall execute this contract in duplicate, each retaining a signed copy for their records.

## Signatures

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Creative Agency LLC  
Authorized Signatory

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Tech Innovations Inc.  
Authorized Signatory

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This Agreement constitutes the entire understanding between the parties with respect to the subject matter contained herein and supersedes all prior and simultaneous agreements, proposals, and communications, whether written or oral.

Disclaimer: This document is created for informational purposes and should not be construed as legal advice. Always consult legal counsel before entering into a binding contract.