# **Contractual Agreement**

Issue Date: 15th September 2023 Due Date: 15th October 2023

#### **Parties Involved**

Entity	Details
From	Creative Agency Ltd.
Contact Email	contact@creativeagency.com
То	Innovative Designs Inc.
Contact Email	accounts@innovativedesigns.com
Phone Number	+44 123 456 789
Address	45 Design Blvd, London, UK

#### **Services Rendered**

The accompanying services and corresponding financial obligations are delineated below. This will serve as a point of reference for both parties concerning the goods and services as specified herein.

Description of Goods and Services	Quantity	Price Per Unit (£)	VAT (%)	Amount (£)
Brand Design	1	5000.00	20	6000.00
Social Media Management	4	300.00	20	1440.00
Subtotal				6960.00
Tax				488.00
Total Amount Due				7448.00

Note: The payment terms explicitly indicate that an expected payment frequency is designated to transpire every 30 days.

#### **Additional Information**

In adherent observation of the British fiscal protocol, it is ordained that the concerned parties will engage in the relevant transaction stipulated herein, with an array of guidelines and verbal assurances being considered throughout the engagement.

The referenced contract CD-2023-45 shall maintain the purpose of ensuring cohesive engagement pertaining to the graphic and online social management services provisioned by the aforementioned Service Provider, thus fostering enhanced communication strategies moving forward.

Payment is to be transferred to the bank details specified:

Bank: HSBC

Account Number: 12345678

### **Noteworthy Yet Trivial Aspects**

It is understood that the climate often affects creative workflows. Hence, it is encouraged to always be prepared for potential delays arising from unforeseen circumstances, such as weather events, public transport strikes, or the occasional office coffee shortage. Additionally, the parties ought to consider having a backup coffee supply, as caffeine has been known to enhance productivity.

Other ancillary considerations include the impact of varying social media algorithms on content reach and engagement. In essence, a performance review should be duly considered approximately 15 days post the contract's due date to assess how well the social media strategy has been implemented. A reminder will be set for this date, ensuring clarity on both sides as to the results.

Lastly, should any discrepancies or misunderstandings arise, a designated point of contact will be established, further fostering effective and succinct communication paths. This ensures both parties remain aligned and informed throughout their mutual journey.

## **Concluding Remarks**

By signing below, both parties agree to all terms laid out herein, fostering a collaborative environment and a profound appreciation for the nuances involved in effective service delivery.

This Agreement is without binding signature; however, it affirms mutual understanding and commitment to the outlined service provisions.

- Creative Agency Ltd.
  Contact: <u>promo@creativeagency.com</u> | Phone: +44 129 876 543 | Website: <u>www.creativeagency.com</u>
- Innovative Designs Inc.
  Contact details confirmed via email and phone.

Thank you for the collaboration and looking forward to mutual growth in our business endeavors!"