

# One-Time Services Agreement

Contract ID: ONETIME-56004

## 1. Parties

Provider: Apex Solutions LLC

Customer: BrightFuture Education Ltd.

Customer Address: 22 Innovation Drive, Cambridge, MA 02139, USA

Primary Contact: Laura Johnson (Finance Head) — laura.j@brightfuture.com

## 2. Scope of Work

This agreement covers the delivery of a one-time professional services package including system setup, data migration, and initial training.

## 3. Invoice

Description	Qty	Unit Price	Currency	Total
System Setup & Configuration	1	5,000.00	USD	5,000.00
Data Migration (up to 1TB)	1	3,000.00	USD	3,000.00
Initial Staff Training (On-site)	2 days	1,500.00	USD	3,000.00

**Total Due (One-Time): 11,000.00 USD**

## 4. Payment Terms

Invoice to be issued immediately upon execution of this agreement.

Payment Due: Net 15 days from invoice date.

Late Fee: 2% per month on overdue balances.

Payment Method: Wire Transfer or Corporate Credit Card.

## 5. Termination

As this is a one-time agreement tied to a single invoice, early termination is not applicable once services are delivered.

## 6. Signature & Acceptance

For Apex Solutions LLC

Name: Robert King

Title: Director of Professional Services

Signature: \_\_\_\_\_

For BrightFuture Education Ltd.

Name: Laura Johnson

Title: Finance Head

Signature: \_\_\_\_\_