

Social Media Manager Contract between Bluezest and Mindway

This Social Media Manager("Contract") is entered into on the fourteenth of August 2023 between Bluezest, hereinafter referred to as the "Agency," and Mindway, hereinafter referred to as the "Client."

1. Scope of Services:

The Agency agrees to provide social media management services for the Client's digital presence. These services include:

Content Creation: Developing engaging content for the Client's social media platforms.

- Posting and Scheduling: Posting three times per week on Mondays, Wednesdays and Fridays based on an agreed-upon content calendar.
- Community Engagement: Responding to comments, messages, and interactions from the audience.
- Analytics and Reporting: Providing weekly performance reports and insights.

2. Term and Termination:

This Contract will commence on the fourteenth of August 2023 and continue until further notice. Either party may terminate the Contract with a 30-day written notice.

3. Compensation:

The Client agrees to pay the Agency a monthly fee of N30,000 for the services outlined in this Contract. Payment shall be made in advance on the fifth of every month for the upcoming month's services.

4. Client's Responsibilities:

The Client agrees to provide necessary access to social media accounts, brand guidelines, and any assets required for content creation. Timely feedback and approvals are essential to ensure a smooth workflow.

5. Agency's Responsibilities:

The Agency agrees to:

- Create and curate content in alignment with the Client's brand voice and goals.
- Schedule and post content on specific days and times.
- Monitor social media platforms for engagement and respond to comments and messages.
- Provide weekly performance reports, including key metrics and insights.

6. Content Approval:

The Client shall have Saturdays to review and approve content before it is posted. Content not disapproved within this time frame will be deemed approved for posting.

7. Confidentiality:

Both parties agree to maintain the confidentiality of any proprietary or sensitive information shared during the collaboration.

8. Ownership and Rights:

The Client retains ownership of all intellectual property related to their brand. The Agency retains the right to showcase the work for promotional purposes.

9. Amendments:

Any amendments or modifications to this Contract must be made in writing and agreed upon by both parties.

10. Governing Law:

This Contract shall be governed by and construed in accordance with the laws of Nigeria. Any disputes shall be subject to the exclusive jurisdiction of the courts in Nigeria.

Client: **Kelechi Nwachukwu**

Name:-----

Title: Digital Marketing Manager Of Mindway Mobile

Date:-----16/08/23-----

Agency:

Name:-----

Title:-----

Date:-----