

# SERVICE AGREEMENT

This Service Agreement ("Agreement") is made and entered into on this [Insert Date], by and between:

## 1. [Service Provider Name],

a company registered under the Companies Act, 2013, having its registered office at [Service Provider Address], hereinafter referred to as the "Service Provider," which expression shall, unless it be repugnant to the context or meaning thereof, be deemed to include its successors and assigns;

AND

## 2. [Client Name],

an individual/partnership firm/company registered under the laws of [Insert Country/State], having its registered office at [Client Address], hereinafter referred to as the "Client," which expression shall, unless it be repugnant to the context or meaning thereof, be deemed to include its successors and assigns.

(Collectively referred to as the "Parties" and individually as a "Party")

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## 1. Scope of Services

The Service Provider agrees to provide the following services to the Client as per the terms and conditions of this Agreement:

[Insert Detailed Description of Services]

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## 2. Term of the Agreement

This Agreement shall commence on [Insert Start Date] and shall continue until [Insert End Date], unless terminated earlier in accordance with the terms of this Agreement.

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## 3. Payment Terms

a. The Client agrees to pay the Service Provider a total amount of [Insert Amount in INR], which includes applicable taxes.

b. Payments shall be made according to the following schedule:

i. [Insert Milestones or Time Intervals]

ii. Mode of payment: [Insert Payment Mode]

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## 4. Obligations of the Service Provider

The Service Provider shall:

- a. Perform the services with due diligence and in a professional manner.
  - b. Ensure compliance with all applicable laws, regulations, and industry standards.
  - c. Provide updates and reports to the Client as requested or as needed to keep the Client informed of progress.
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## 5. Obligations of the Client

The Client shall:

- a. Provide all necessary information and materials for the Service Provider to complete the services.
  - b. Ensure timely payments as per the Payment Terms.
  - c. Respond to queries or requests for clarification from the Service Provider in a timely manner.
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## 6. Confidentiality

Both Parties acknowledge that in the course of performing their obligations under this Agreement, they may receive confidential information from each other. The Parties agree to keep such information confidential and not disclose it to third parties, except as required by law.

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## 7. Termination

- a. This Agreement may be terminated by either Party by giving [Insert Number of Days] days' written notice to the other Party.
  - b. The Agreement may be terminated immediately by either Party if there is a material breach of the terms by the other Party.
  - c. Upon termination, the Client shall pay the Service Provider for any services rendered up to the termination date.
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## 8. Dispute Resolution

Any dispute arising under this Agreement shall first be resolved through mutual negotiation between the Parties. If the dispute remains unresolved, the matter shall be referred to arbitration in accordance with the Arbitration and Conciliation Act, 1996, and the venue for arbitration shall be [Insert City].

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## 9. Governing Law

This Agreement shall be governed by and construed in accordance with the laws of India, and the courts at [Insert Jurisdiction] shall have exclusive jurisdiction over any disputes arising out of or in connection with this Agreement.

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## 10. Force Majeure

Neither Party shall be liable for any delay or failure to perform any obligations under this Agreement due to events beyond their control, such as natural disasters, strikes, or governmental actions.

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## 11. Miscellaneous

- a. Amendments: Any amendments to this Agreement shall be made in writing and signed by both Parties.
  - b. Assignment: Neither Party shall assign its rights or obligations under this Agreement without the prior written consent of the other Party.
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## 12. Contact Information

For the Service Provider:

[Insert Contact Person]  
[Service Provider Address]  
[Insert Phone Number]  
[Insert Email Address]

For the Client:

[Insert Contact Person]  
[Client Address]  
[Insert Phone Number]  
[Insert Email Address]

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IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date first written above.

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[Service Provider Name]

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

Name: [Insert Name]

Title: [Insert Title]

[Client Name]

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

Name: [Client Signatory Name]

Title: [Client Signatory Title]