

Designed To Breakthrough LLC

Client Services Agreement

Company: Designed To Breakthrough LLC

Address: 210 Courtney Dr, East Stroudsburg, PA 18302

Email: inquire@dtbsolutions.tech

Phone: (570) 801-9234

1. Parties

Client Name: _____

Business Name: _____

Address: _____

Phone/Email: _____

Date: _____

This agreement ("Agreement") is entered into between **Designed To Breakthrough LLC** ("Company") and the above-named **Client**, collectively referred to as "the Parties."

2. Project Overview

Designed To Breakthrough LLC will provide digital, technical, or marketing services as outlined in the attached proposal or quote sheet. Services may include website design, automation systems, AI integration, SEO optimization, digital marketing, consulting, or related deliverables.

3. Scope of Work

A detailed scope will be outlined per project, including (but not limited to):

- Custom website design, hosting, and maintenance.
- Automation and AI integrations.
- Branding, SEO, and analytics setup.
- Local tech and systems setup (POS, CRM, security).

- Consulting and partnership support.

All deliverables and timelines are detailed in the accompanying project proposal or quote.

4. Payment Terms

- **Deposit:** _____% due at signing (non-refundable).
- **Milestone Payments:** As outlined in proposal or invoice.
- **Final Payment:** Due upon delivery, before transfer of ownership or credentials.
- **Accepted Payments:** Zelle, CashApp, Venmo, or PayPal — (570) 801-9234.

Late payments beyond 7 business days of due date will incur a **5% late fee**.

5. Ownership & Intellectual Property

All work produced by Designed To Breakthrough LLC remains the property of the Company until full payment is received. Upon completion and payment, the Client will own all website files, accounts, and deliverables. The Company retains the right to display completed projects in its portfolio and marketing materials.

6. Client Responsibilities

- Provide all necessary content, media, and brand materials by agreed-upon dates.
- Respond to requests, revisions, and approvals within three (3) business days.
- Maintain open communication for smooth project execution.

Failure to provide required materials may delay project timelines.

7. Revisions & Scope

Each project includes a fixed number of revisions (as defined in the proposal). Additional edits or requests outside of scope will be billed at **\$60/hour** or a **\$50 per revision fee**, whichever applies.

8. Confidentiality & Publicity Rights

Both Parties agree to keep confidential all proprietary business, technical, and financial information exchanged during this engagement, except where disclosure is necessary for the execution of services or required by law.

Notwithstanding the foregoing, **Designed To Breakthrough LLC (“DTB”) expressly reserves the right to publicly reference, discuss, and display the work performed under this Agreement—including but not limited to visuals, project descriptions, metrics, and outcomes—for use in DTB’s portfolio, website, social media, case studies, marketing, and educational materials.**

Such use may occur **with or without prior consent, written or otherwise**, and will be presented in a manner consistent with professional standards and respect for the Client’s brand integrity.

9. Termination Policy

Either Party may terminate this Agreement with written notice within 72 hours of proposed project initiation date.

- **Client-initiated termination:** Deposit is non-refundable; Client will be billed for completed work at \$60/hour.
- **Company-initiated termination:** Client will receive all paid-for deliverables and any unused funds will be refunded.

10. Liability Limitation

Designed To Breakthrough LLC is not liable for indirect, incidental, or consequential damages, loss of data, or business interruption resulting from project delays or third-party service failures.

11. Entire Agreement

This document, together with any attached exhibits, represents the entire understanding between the Parties and supersedes all prior agreements, whether written or oral.

12. Governing Law

This Agreement shall be governed by the laws of the **State of Pennsylvania**, and any disputes will be resolved in a court of competent jurisdiction within that state.

13. Authorization & Acceptance

By signing below, the Parties acknowledge that they have read and understood this Agreement and agree to all its terms.

Client Signature

Name: _____

Title: _____

Company:

Signature: _____

Date: _____

Owner Signature

Name: Shawn Dullen

Title: Co-Owner

Company: Designed To Breakthrough LLC

Signature: _____

Date: _____

14. Notary Acknowledgment (Optional)

State of _____

County of _____

On this ____ day of _____, _____, before me, the undersigned **Notary Public**, personally appeared _____, who executed the foregoing instrument for the purposes therein contained.

Notary Public Signature: _____

Commission Expires: _____

Seal:

Attachments (as applicable)

- Exhibit A: Scope of Work & Deliverables
- Exhibit B: Project Quote Sheet
- Exhibit C: Payment Schedule
- Exhibit D: Add-On Services