

Remote Customer Implementation Coordinator Agreement

1. Introduction

This Remote Customer Implementation Coordinator Agreement ("Agreement") is entered into between Steambox Web Messaging Platform ("Company") and [Name] ("Coordinator") effective as of [Effective Date].

2. Engagement

2.1 The Company engages the Coordinator as an independent contractor to perform the role of Customer Implementation Coordinator remotely.

2.2 The Coordinator shall be responsible for coordinating the onboarding and implementation process for new customers of the Company's web messaging platform, ensuring a smooth transition and successful integration.

3. Responsibilities

3.1 The Coordinator shall perform the following duties:

- a) Communicate with new customers to understand their requirements and objectives.
- b) Coordinate with internal teams to ensure timely setup and configuration of the platform.
- c) Provide training and support to customers to facilitate adoption and utilization of the platform.
- d) Troubleshoot technical issues and escalate to appropriate teams for resolution.

- e) Maintain accurate records of customer interactions and implementation progress.
- f) Make follow-up to ensure attendance at the meeting.
- g) Attend the meeting (optional).
- h) Maintain contact and obtain a reference until the payment link is generated.

3.2 The Coordinator shall adhere to Company policies and procedures, including confidentiality requirements and data protection regulations.

4. Compensation

4.1 The Company shall pay the Coordinator a monthly retainer, the amount of which shall be determined by mutual agreement between the parties, for the services rendered.

4.2 Additional compensation may be provided based on performance metrics and customer satisfaction ratings.

5. Term and Termination

5.1 This Agreement shall commence on the Effective Date and shall remain in effect until further notice by either party.

5.2 Either party may terminate this Agreement immediately in the event of a material breach by the other party.

6. Confidentiality

6.1 The Coordinator shall maintain absolute and uncompromising confidentiality regarding all proprietary information and trade secrets of the Company and its customers.

6.2 The Coordinator shall refrain from any form of disclosure, whether direct or indirect, of confidential information to third parties, under any circumstances, without the explicit, written authorization of the Company. Any breach of this provision shall be deemed a severe violation of trust and may result in immediate termination of this Agreement, without prejudice to any other legal remedies available to the Company.

7. Governing Law and Dispute Resolution

7.1 This Agreement shall be governed by and construed in accordance with the laws of the State of Delaware, United States.

7.2 Any dispute arising out of or in connection with this Agreement shall be resolved through arbitration in Wilmington, Delaware, in accordance with the rules of the American Arbitration Association.

8. Independent Contractor Status

8.1 The Coordinator acknowledges and agrees that they are an independent contractor and not an employee of the Company.

8.2 The Coordinator shall be solely responsible for their own taxes, insurance, and other liabilities arising from their work under this Agreement.

9. Entire Agreement

9.1 This Agreement constitutes the entire understanding between the parties concerning the Coordinator's engagement and supersedes all prior agreements and understandings, whether written or oral.

Steambox Web Messaging Platform

By:

[Coordinator Name]

By: Sign

Date: [Effective Date]