



THE ALLEN PROJECT
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Return both pages of
the Service Agreement:
backoffice.theallenproject@gmail.com

SERVICE AGREEMENT

03.03.21 rev.

PAYMENTS/REFUNDS: must be received as agreed. Installment plans are recurring on the same day of the month as services were initiated. All payments are 100% non-refundable. Client understands that fees quoted are subject to change without notice, which may be due to supply/demand increase and/or promotions. However, price change will not affect Clients agreed upon rates once payments has been made.

GOOD FAITH: Work fluctuations change quickly, therefore it is imperative the Client provide monetary proof of desire for services. Scheduling will NOT be held without expressed "good faith".

LATE FEES: For Installment Plans, 10% of the original total package amount will apply. After 72hours delinquent, all work will cease until the amount is paid in full.

TURN AROUND: project services timelines set by client. Please reference your Invoice. Set timelines will be honored unless there are unforeseen extenuating circumstances, in such case client will receive project update toward amicable completion.

ACTIVATION: The Client agrees to begin/activate their project with the Contractor within 45 days of making payment. Failure on the Client's part to provide necessary documentation and commencement of the project will result in termination of the contract with no refund of monies in part or in full.

COMPLETED WORK: provided all in electronic PDF file format. No printing included. Unless otherwise agreed upon at supplemental rate.

CANCELLATION/REFUNDS

The Contractor will provide the agreed upon services as outlined on your invoice/online service order. However, should the Client decide to cancel at any time all payments are 100% non-refundable. If cancellation is less than 14 days from scheduled fulfillment date, FULL balance is due immediately.

THANKS, AND APPRECIATION: We believe that in serving others you secure your own success. Looking forward to the opportunity to serve you in Excellence!

CLIENT PRINTED NAME: _____

CLIENT SIGNATURE: _____

DATE: _____