

Simple IT Services Agreement Template

Parties:

This Agreement ("Agreement") is entered into on **[Date]** by **[Company Name]**, a **[State]**-registered entity ("Service Provider"), and **[Client Name]**, located at **[Address]** ("Client").

1. Scope of Services:

1.1 The Service Provider shall deliver the following IT services:

- System installation, troubleshooting, and maintenance.
- Data security management.
- Technical support during business hours.

1.2 Service timelines and deliverables are outlined in **Exhibit A**.

2. Payment Terms:

2.1 Client shall pay **[\$Amount]** monthly via invoice.

2.2 Late payments exceeding **15 days** incur a **1.5% monthly interest**.

3. Confidentiality:

3.1 Both parties agree to protect proprietary information.

3.2 Exclusions include publicly available data or legally required disclosures.

4. Term & Termination:

4.1 This Agreement begins on **[Start Date]** and continues for **[Duration]**.

4.2 Either party may terminate for material breach with **30 days' written notice**.

5. Liability & Warranty:

5.1 Service Provider's liability is limited to fees paid under this Agreement.

5.2 Services are provided "as-is"; no warranties implied.

Governing Law:

This Agreement is governed by **[State]** law.

Signatures:

_____ (Service Provider)

_____ (Client)

Date: _____