Service Agreement

This agreement is between the service provider and the client. It covers the scope of work, fees, obligations and termination. It is a sample document used to demonstrate PDF to Markdown conversion.

1. Scope of services

The provider will deliver the services described in the attached statement of work. Any additional work requires a written change order approved by both parties.

The provider will use reasonable skill and care, and will comply with applicable law while on the client site.

2. Fees and payment

Fees are invoiced monthly in arrears. Payment is due within 30 days of the invoice date. Late payment may pause scheduled work until the account is current.

Service	Unit	Fee
On-site support	per day	USD 1,200
Remote support	per hour	USD 150
Reporting	per month	Included

3. Client obligations

The client will provide site access, a named contact, and accurate information about the systems in scope. Delays caused by missing access are not the provider responsibility.

- Provide access during the agreed service window.
- Nominate a contact who can approve work.
- Notify the provider of any safety restrictions.

4. Term and termination

The agreement runs for twelve months and renews monthly unless either party gives 30 days written notice. Either party may terminate immediately for a material breach that is not cured within 14 days.