

IT Support Services Arrangement

Date: [Insert Date]

To: [Client's Name]

[Client's Address]

Dear [Client's Name],

We are pleased to confirm our arrangement for IT support services as discussed. Below are the details of the services we will provide:

Services Provided:

- 24/7 Helpdesk Support
- On-site Technical Support
- Network Monitoring and Maintenance
- Software Installation and Updates
- Data Backup and Recovery Solutions

Terms and Conditions:

The services will commence on [Start Date] and will continue for a period of [Duration].
Payment terms are as follows:

- Monthly Fee: \$[Insert Amount]
- Payment Due: [Insert Payment Due Date]

If you have any questions or need further clarification, please do not hesitate to contact us.

Thank you for choosing [Your Company Name] for your IT support needs.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Contact Information]