

Service Level Agreement for Data Management Services

Date: [Insert Date]

Between:

[Company Name]

[Company Address]

And:

[Client Name]

[Client Address]

1. Purpose

This Service Level Agreement (SLA) outlines the expectations and responsibilities related to data management services provided by [Company Name] to [Client Name].

2. Scope of Services

- Data Entry
- Data Cleansing
- Data Analysis
- Data Reporting

3. Service Levels

The following service levels are agreed upon:

- Response Time: [Insert Time]
- Resolution Time: [Insert Time]
- Data Accuracy Rate: [Insert Percentage]

4. Responsibilities

Company Responsibilities:

- Provide timely data management services.

- Ensure data security and confidentiality.

Client Responsibilities:

- Provide relevant data and resources.
- Communicate needs and expectations clearly.

5. Review and Modifications

This SLA will be reviewed quarterly and may be modified based on mutual agreement by both parties.

6. Signatures

[Authorized Signatory from Company]

[Authorized Signatory from Client]

Effective Date: [Effective Date of Agreement]