

# Training Services Agreement

**Date:** [Insert Date]

**Client Name:** [Insert Client Name]

**Client Address:** [Insert Client Address]

## 1. Agreement Overview

This Agreement outlines the terms and conditions under which [Your Company Name] will provide Customer Service Training Services to [Client Name].

## 2. Services Provided

[Your Company Name] agrees to provide the following training services:

- In-person training sessions
- Online training modules
- Customized training materials

## 3. Schedule

The training sessions will be conducted on the following dates:

- [Insert Date 1]
- [Insert Date 2]
- [Insert Date 3]

## 4. Payment Terms

The total cost for the training services will be [Insert Amount] to be paid upon signing of this agreement.

## 5. Confidentiality

Both parties agree to keep all proprietary information confidential.

## 6. Acceptance

By signing below, both parties agree to the terms outlined in this Training Services Agreement.

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Client Signature

Date: \_\_\_\_\_

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Authorized Signature

[Your Company Name]

Date: \_\_\_\_\_