

Training Services Agreement

Date: [Insert Date]

To: [Client Name]

[Client Address]

[City, State, Zip Code]

Dear [Client Name],

This Training Services Agreement ("Agreement") is entered into by and between [Your Company Name], located at [Your Company Address] ("Provider"), and [Client Name] ("Client"). The purpose of this Agreement is to outline the terms and conditions for health and safety training services to be provided by the Provider to the Client.

1. Services

The Provider agrees to deliver health and safety training services as detailed in the attached Scope of Work.

2. Fees

The Client agrees to pay the Provider a total fee of [Insert Amount], which includes all training materials and instruction.

3. Schedule

Training sessions will be held on [Insert Dates] at [Insert Location].

4. Cancellation Policy

In the event of a cancellation, the Client must notify the Provider at least [Insert Number] days in advance to avoid incurring a cancellation fee.

5. Confidentiality

Both parties agree to maintain confidentiality regarding any proprietary information exchanged during the duration of this Agreement.

6. Entire Agreement

This Agreement constitutes the entire agreement between the parties hereto and supersedes all prior negotiations, understandings, and agreements.

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

_____ **Provider Signature**

Date: _____

_____ **Client Signature**

Date: _____

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

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]