

# Vendor Service Agreement

**Date:** [Insert Date]

**Vendor Name:** [Insert Vendor Name]

**Vendor Address:** [Insert Vendor Address]

Dear [Vendor Name],

This Vendor Service Agreement ("Agreement") is entered into as of the date above by and between [Your Company Name] ("Client") and [Vendor Name] ("Vendor").

## 1. Services

The Vendor agrees to provide the following temporary services: [Describe services].

## 2. Term

This Agreement shall commence on [Start Date] and shall continue until [End Date], unless terminated earlier pursuant to this Agreement.

## 3. Compensation

The Client shall pay the Vendor [Insert Payment Terms and Amount] for the services rendered under this Agreement.

## 4. Terms & Conditions

Additional terms and conditions applicable to this Agreement are as follows: [Insert Terms & Conditions].

## 5. Acceptance

Please sign below to accept the terms of this Vendor Service Agreement.

\_\_\_\_\_

[Vendor Name]

Vendor Signature

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

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[Your Company Name]

Client Signature

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

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Company Contact Information]