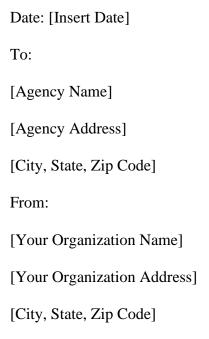
Inter-Agency Service Agreement



Subject: Inter-Agency Service Agreement for Community Outreach

Dear [Recipient's Name],

This letter serves as an inter-agency service agreement between [Your Organization Name] and [Agency Name] for the purpose of facilitating community outreach initiatives aimed at [briefly describe goal, e.g., improving access to services, raising awareness, etc.].

Scope of Services

Both parties agree to collaborate on the following activities:

- [Activity 1]
- [Activity 2]
- [Activity 3]

Roles and Responsibilities

Each agency will undertake the following responsibilities:

- [Your Organization Name] will [describe responsibilities].
- [Agency Name] will [describe responsibilities].

Duration of Agreement

This agreement will commence on [start date] and will terminate on [end date], unless extended by mutual consent of both parties.

Confidentiality

Both parties agree to maintain the confidentiality of sensitive information exchanged during the course of this agreement.

Amendments

Any amendments to this agreement must be in writing and signed by authorized representatives of both parties.

Signatures

By signing below, both parties agree to the terms outlined in this service agreement.

[Your Name]
[Your Title]
[Your Organization Name]

[Recipient's Name]
[Recipient's Title]
[Agency Name]

Thank you for your collaboration in enhancing community outreach efforts.

Sincerely,

[Your Name]
[Your Title]
[Your Organization Name]