

# Payroll Solutions Agreement

**Date:** [Insert Date]

**From:** [Your Company Name]

**To:** [Client Company Name]

**Address:** [Client Company Address]

Dear [Client's Name],

We are pleased to present you with this Payroll Solutions Agreement. This agreement outlines the scope of our payroll services to be provided to [Client Company Name].

## 1. Scope of Services

[Detailed description of payroll services offered]

## 2. Fees and Payments

[Outline the fee structure and payment schedule]

## 3. Term and Termination

[Specify the length of the agreement and termination conditions]

## 4. Confidentiality

[State the confidentiality agreement relating to payroll information]

## 5. Acceptance

Please sign below to accept the terms of this agreement.

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[Your Name], [Your Title]  
[Your Company Name]

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[Client's Name], [Client's Title]  
[Client Company Name]

Thank you for choosing [Your Company Name]. We look forward to a successful partnership.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]