

Management Fee Agreement for Procurement Services

Date: [Insert Date]

Between:

[Client Name]

[Client Address]

and

[Service Provider Name]

[Service Provider Address]

Subject: Management Fee Agreement

Dear [Client Name],

This agreement outlines the terms and conditions of the management fee for procurement services to be provided by [Service Provider Name] to [Client Name].

1. Services Provided

[Description of procurement services to be provided]

2. Management Fee

The management fee for the services will be [amount] payable [monthly/quarterly].

3. Payment Terms

Payment shall be made within [number] days of receiving the invoice for services provided.

4. Term

This agreement shall commence on [start date] and will continue until [end date/indefinitely].

5. Termination

Either party may terminate this agreement with [number] days' written notice.

Acceptance

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

[Client Name] - Client

[Service Provider Name] - Service Provider

Date: _____

Sincerely,

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