



## SERVICE AGREEMENT

The Service Agreement is required to be signed and deposit paid before our work commences. It is intended as an agreement for the provision of Services and creates the relationship of principal and contractor, not the relationship of employer and employee.

## PRICING & PAYMENT TERMS

- A deposit of \$100 is required upon signing the Service Agreement to reserve our availability. This amount will be deducted from the total payable of your first invoice.
- Invoices will be issued fortnightly, unless otherwise outlined in your individual Service Agreement terms.
- All quotes are valid for 14 days from date of issue. If the Service Agreement is not signed confirming acceptance within this timeframe, a new quote will be required.
- All invoices are payable within 7 days from date of issue.
- A late fee will be applied to overdue invoices.

## TERMINATION

Either party may terminate the Service Agreement by providing 14 days written notice. If the agreement is terminated, all rights and obligations, including the Client's obligation to pay fees accrued up to the date of the termination are not affected.

Carmix Collective will terminate the agreement immediately on written notice to the Client, if the Client engages in conduct considered to be illegal, immoral, unfair or deceptive, or which may otherwise jeopardise our reputation or business.

## EQUIPMENT & LOCATION

Carmix Collective will provide their own equipment as required and offer all services remotely without needing to be physically present in your office or business space. While our services are offered virtually, it is worth noting we are located in Tasmania and therefore operate within Australian Eastern Standard Time Zone (AEST).

## CONFIDENTIALITY

It may be necessary during the engagement for our clients to reveal Confidential Information to Carmix Collective. As such we agree not to disclose, divulge, reveal, report or use any Confidential Information which we have obtained, except as authorised by the Client or as required by law.

## CONTACT US

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**Carmix Collective**  
business support