



Mesa, AZ
480-217-8790

printwiseconsulting@yahoo.com

CONTRACT

Client: _____ Contact: _____

Address: _____ City: _____ Zip: _____

Phone: _____ Fax: _____ Cell: _____

Website: _____ Email: _____

PrintWise Consulting, hereinafter referred to as Consultant, and the above named Client hereby agree to the following:

1. Consultant shall perform services in accordance with the highest professional standards, and shall at all times attempt to serve the best interest or in the best interest of the Client.
2. Consultant acknowledges that all material and information which has or will come into the possession or knowledge of Consultant in connection with this contract or the performance hereof, consists of proprietary and confidential information. Consultant agrees to hold such material or information in strictest confidence, and will not make use thereof other than for the performance of this contract, and shall not disclose it to any other party.
3. Client agrees to furnish Consultant with vendor invoices, a list of vendors, markup and billing procedures.
4. Consultant shall examine past invoices in relation to printing, promo items, banners, signs, graphics, etc. Consultant shall spend time on the premises of broker in order to get a full view and understanding of how their business is ran, including customer service, fulfillment, billing procedures, vendors used, etc.
5. Consultant shall furnish Client an indepth and informative report, including a cost analysis, within two weeks (14 days) of completing the study of the Client's business.
6. TERMS: Consultant requires a one thousand dollar (\$1000) retainer from Client at time contract is signed. Payment of twenty-four hundred dollars (\$2400) for services rendered (minus the retaining fee of \$1000). Balance due will be fourteen hundred dollars (\$1400), payable at the time Consultant turns in "Print-Wise" report. Out of state Clients will also furnish living quarters and transportation. *Make checks payable to TERRI VANCOONEY.*
7. Client may cancel this contract at any time, with Consultant keeping the retaining fee of one thousand dollars (\$1000). No amendment to this contract shall be effective unless in writing and signed by Consultant and Client.
8. Consultant agrees to help implement improvements, if requested by Client. Payment to be negotiated prior to signing of "Implementation Contract".
9. Client has paid \$_____ to initiate this contract, and has read and agrees to the terms as written above. Consultant's first day on Client's premises shall be _____ @ _____ AM.

Client's Signature

Consultant's Signature

Title

Date