

James Tax Service

27684 BCR 324, Marble Hill, Missouri 63764
www.jamestaxservice.com | 573-238-3695

Bookkeeping Service Agreement

This Bookkeeping Service Agreement ("Agreement") is entered into as of [Insert Date], by and between James Tax Service ("Service Provider") and Tightwad FPD ("Client").

1. Scope of Services

Service Provider agrees to perform bookkeeping services, including but not limited to recording financial transactions, reconciling accounts, and maintaining accurate financial records. Additional services may be agreed upon in writing.

2. Term

This Agreement shall begin on Oct 1, 2026 and continue on a month-to-month basis until terminated by either party.

3. Fees and Payment

Client agrees to pay Service Provider a monthly fee as agreed upon. Payment is due upon receipt of invoice unless otherwise stated. \$50.00 per month.

4. Client Responsibilities

Client agrees to provide all necessary financial documents and information in a timely manner. Client is responsible for the accuracy and completeness of all information provided.

5. Confidentiality

Service Provider agrees to maintain the confidentiality of all Client information and will not disclose such information except as required by law.

6. Limitation of Liability

Service Provider shall not be liable for any indirect, incidental, or consequential damages resulting from the services provided.

7. Termination

Either party may terminate this Agreement at any time with written notice. Any outstanding fees shall be due upon termination.

8. Governing Law

This Agreement shall be governed by the laws of the State of Missouri.

9. Acceptance

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

James Tax Service

[Client Name]

DRAFT