

Service Agreement — State of West Virginia

State of West Virginia

Client: _____

Provider: _____

Compensation: _____ (Retainer)

Start Date: _____

PARTIES & AGREEMENT TERM

This Service Agreement ("Agreement") is made and entered into as of the start date of execution, by and between _____ ("Provider"), having an address at _____, and _____ ("Client"), having an address at _____.

TERM: This Agreement shall commence on _____ and continue until _____, unless terminated earlier by either party upon 30 days' written notice.

SCOPE OF SERVICES

SCOPE OF SERVICES: Provider agrees to perform the following services for Client in a professional and workmanlike manner in accordance with standard industry practices: _____. Any modifications or additions to the services must be agreed to in a written amendment signed by both parties.

COMPENSATION & PAYMENT TERMS

COMPENSATION: Client shall pay Provider a monthly retainer fee of _____, due at the beginning of each billing cycle. Payment shall be made within thirty (30) days of Client's receipt of an invoice from Provider. Any unpaid balances after the due date shall bear interest at the rate of _____% per annum (or the maximum interest rate permitted by the laws of the State of West Virginia, whichever is less).

INTELLECTUAL PROPERTY RIGHTS

INTELLECTUAL PROPERTY: Provider retains all intellectual property rights, titles, and interests in all pre-existing materials and any work product created under this Agreement. Provider grants Client a non-exclusive, non-transferable, royalty-free license to use the deliverables solely for its internal business operations.

CONFIDENTIALITY & PROTECTIONS

CONFIDENTIALITY: Both parties agree to handle sensitive information and respect standard corporate policies regarding confidentiality.

GOVERNING LAW & CONTRACT INTEGRATION

GOVERNING LAW & JURISDICTION: This Agreement shall be governed by, and construed in accordance with, the laws of the State of West Virginia. Any disputes arising under this Agreement shall be resolved in the courts of West Virginia.

This Agreement constitutes the entire agreement between the parties and overrides all prior oral or written agreements.

STATE-REQUIRED PROVISIONS

**WEST VIRGINIA EMPLOYMENT LAW WORKER CLASSIFICATION ACT (W. VA. CODE § 21-5I-4):
CONTRACTOR IS FREE FROM CONTROL AND DIRECTION OVER PERFORMANCE, MAINTAINS A
SEPARATE BUSINESS ADDRESS, PROVIDES OWN EQUIPMENT, AND IS AN INDEPENDENT
CONTRACTOR.**

SIGNATURES

Entity Name: _____

By: _____
Authorized Signatory Signature

Representative: Provider: _____

Title: _____

Date: _____

Entity Name: _____

By: _____
Authorized Signatory Signature

Representative: Client: _____

Title: _____

Date: _____