

# Accounting Contract

Effective Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Accountant [Legal Name] (AKA, "The Accountant")

Licensed By [State]

Located at [Address]  
[City], [State] [Zip Code]

&

Client [Legal Name](AKA, "The Client")

Located at [Address]  
[City], [State] [Zip Code]

The above mentioned parties do hereby agree as follows:

This contract shall become effective on the above stated effective date and it shall continue in effect until \_\_\_\_/\_\_\_\_/\_\_\_\_ unless it is terminated due to provisions stated in this hereby contract.

Under the terms and conditions stated in the Contract, The Accountant hereby agrees to the following specific accounting services for The Client:

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Additionally, to the above stated accounting services. The Accountant, using their discretion may also execute additional accounting services for The Client if the The Client requests and The Accountant agrees with such request. However, if the additional

service is not as described in this section it will be billed separately to The Client as stated below.

For the services to be performed by The Accountant, The Client hereby agrees to compensate The Accountant. Fees for The Accountant's services as described in the above paragraph will be charged in the amount of \$\_\_\_\_\_. Any additional services that are not listed will be charged to the client at an hourly rate of \$\_\_\_\_\_.

In addition to the fees specified above, The Client will also reimburse The Accountant for any incidental costs and expenses The Accountant may incur while performing services for The Client as stated in this contract. Costs and expenses will be billed to The Client on a monthly basis and will be due and payable within 30 days of the notice receipt.

The Client will provide The Accountant true and complete information that is vital for The Accountant to perform the above mentioned services in a timely manner.

The Client hereby represents and warrants that they will be fully compliant with the applicable laws in its use of The Accountant's Services. The client also acknowledges that the carrying out of this contract does not conflict with any obligation of The Client and this Contract is a valid obligation of the Accountant. The Client is fully capable of appointing The Accountant as an accounting representative.

The Accountant hereby represents and warrants that they will be fully compliant with the applicable laws in performing the above mentioned services. The Accountant also acknowledges that the carrying out of this contract does not conflict with any obligation of The Accountant and this Contract is a valid obligation of the Accountant. The Accountant possesses all the necessary rights to carry out the above described accounting services.

All confidential information that is communicated to The Accountant by The Client in connection with performing the above mentioned accounting services shall be held by The Accountant in full trust for The Client's benefit. The Accountant will not communicate or permit anyone else to communicate any of The Client's information that is acquired while performing the accounting services during or after the fulfilling of this Accounting Contract.

This Contract may be terminated by either party submitting a written notice to the other party or may immediately be terminated with the death of either party. If The Client is unsatisfied with The Accountant's performance The Client may also terminate this Contract immediately by giving notice in writing to The Accountant.

Any notice that is issued under this Contract by either The Client or The Accountant may be delivered in writing or by United States postal mail service, registered or certified with the postage prepaid and a return receipt requested. All mailed correspondence shall use the addresses listed above for each party of this contract.

If one or more of the provisions of this Contract are to be found invalid for any reason that shall not affect any other provision of The Contract. The Contract will then exist as if that provision never existed. This Contract hereby supersedes any other prior understanding, written or oral agreement between the parties listed above regarding the subject matter of this Contract. This Contract contains the entire agreement between The Client and The Accountant and no oral representations or modifications shall be put into force except by a written amendment that is agreed to by both parties. If any legal action is brought to enforce or interpret this Contract, the prevailing party will be given reasonable attorney's fees by the other party in addition to any additional relief the other party may be entitled to.

**Applicable Law**

This contract shall be governed by the laws of the State of \_\_\_\_\_ in \_\_\_\_\_ County and any applicable Federal Law.

\_\_\_\_\_  
Signature of The Client Date

\_\_\_\_\_  
Signature of The Accountant Date