



Personal Errand and Concierge Services

### Service Agreement

This contract is entered into by and between **Task Complete** (First Party) and \_\_\_\_\_ (Second Party) on this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

The First Party covenants and agrees that it shall:

*<Insert exactly what will be done – Service/Min/Max Time/Rate>*

The Second Party covenants and agrees that it shall:

*<Insert exactly what will be done – Service/Min/Max Time/Rate>*

III. Other terms to be observed by and between the parties:

- **Task Complete** Customer Policies and all amendments.
- *Client/Event/House Sitting/Pet Sitting/Dog Walking/Transportation Rider* Policies made part hereof and attached.

Any and all addendums, including but not limited to our business policies and proposal, that are attached to this agreement will follow all policies, terms, and conditions set forth in this agreement. This agreement shall be binding upon the parties, their successors, assigns and personal representatives. Time is of the essence on all undertakings. This agreement shall be enforced under the laws of the State of Pennsylvania. If any provision of this Contract is held unenforceable, then such provision will be modified to reflect the parties' intention. All remaining provisions of this Contract shall remain in full force and effect. This is the entire agreement.

\_\_\_\_\_  
(Client Signature)

\_\_\_\_\_  
(Task Complete Signature)

\_\_\_\_\_  
(Printed Name)

\_\_\_\_\_  
(Task Complete Printed Name)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Date)