

# SERVICE AGREEMENT

Parties:

"Service Provider"

Abdulmuhsen Fakih on behalf of DBA Systemize it  
founder@gosystemizeit.com

and

"Client"

{Client's Legal Name} on behalf of {Client's Legal Business Name}  
{Client's Email}

Collectively, all of the above people or businesses entering this Agreement will be referred to as the "Parties".

## PURPOSE

The Client wishes to hire the Service Provider to provide public relations services as detailed in this Agreement.

## PAYMENT - TABLE 1

<b>PACKAGE</b>	<b>Starter</b>	<b>Growth</b>	<b>Scale</b>
"Service Fees"	US\$8,500	US\$15,000	US\$35,000

"Delivery Time" (calendar days)	90 Days	90 Days	90 Days
Number of Top-tier Articles* ("Articles")	1	2	5

\*Top-tier articles are defined in PUBLICATIONS

Payment Terms:

- Based on The Client's payment, they are automatically enrolled into one of the packages highlighted in the table.
- The Client agrees not to dispute any authorized charges from Systemize It (Gosystemizeit.com) or their payment processor.
- The Client is not entitled to a refund and commits to not asking for one unless The Client satisfies the Service Provider's GUARANTEE Terms.

PUBLICATIONS

A top-tier article is defined as an article published in one of the following publications:

1. Business Insider
2. USA Today
3. Variety
4. Vogue
5. Entrepreneur
6. IB Times
7. Nasdaq
8. Digital Journal
9. Benzinga
10. NY Post
11. The Sun
12. The Mirror
13. Daily Star
14. Daily Mirror
15. The Express
16. Daily Mail
17. Life & Style
18. OK! Magazine
19. Forbes
20. US Weekly
21. Muscle & Fitness

## GUARANTEE

The Service Provider cannot guarantee:

- Which publication of the PUBLICATIONS publishes the Client's Articles.
- Control over the content of the Articles including but not limited to Articles' title, body, image, social media links, and/or website links.
- Control over the section, edition, or genre of the publication the Articles are published in.
- Control over Articles' labels such as: "Contributor", "Staff", "New", "Hot Story", etc.
- That the Articles will remain live. It is up to publications whether or not to remove, edit, and/or delete Articles once they are published.
- That the Articles will be indexed by any search engine.

The Service Provider provides a money-back guarantee on the Service Fees to the Client, valid for 90 days contingent upon the following:

1. The Service Provider fails to publish the Articles in the Delivery Time.
2. The Client responds within 1 business day to all of the Service Provider's inquiries (approvals, revisions, questions, etc.).
3. The Client completes the onboarding form with great detail.

## SERVICES

The Service Provider shall provide the Client with the following services ("Services"):

- Onboarding Call
- Contributor Opportunity Pitching
- Pitching and Story Creation
- Article Writing

## REPRESENTATION

The Client agrees to allow the Service Provider to assume the Client's identity in order to fulfill a "Done-For-You" public relations campaign on behalf of the Client.

## CONFIDENTIALITY

Parties will treat and hold all information of or relating to this Agreement, the Services provided and the Parties' businesses in strict confidence and will not use any of this information except in connection with fulfilling the terms of this Agreement, and, if this Agreement is terminated for whatever reason, Parties will return all such information, including account access information. Any and all copies of the original Party will remain bound to the Confidentiality provision of this Agreement. Confidential information (herein "Confidential Information") means information that is of value to its owner and is treated as proprietary or confidential including, but not limited to, intellectual property, inventions, trade secrets or information, financial data or information, speculation, knowledge, general Company data or reports, future business plans, strategies, customer lists and information, client acquisition strategies, advertising campaigns, information regarding executives and employees, and the terms and provisions of this Agreement.

Further, at all times neither Party shall use or disclose any Confidential Information relating in any way to the past, present, or future business affairs, conditions, clients, customers, efforts, employees, financial data, operations, practices, products, processes, properties, sales, or services of or relating in any way to the Company in whatever form to any parties outside of this Agreement.

This Agreement imposes no obligation upon the Parties with respect to any Confidential Information that was possessed before initial business interactions commenced between the Parties; is or becomes a matter of public knowledge through no fault of receiving Party; is rightfully received from a third party not owing a duty of confidentiality; is disclosed without a duty of confidentiality to a third party by, or with the authorization of the disclosing Party, or is independently developed by either Party without prior knowledge of privileged or confidential information.

The Client consents to the Service Provider using the Client's campaign as a case study. This includes disclosing the Client's name, live Article links, and campaign statistics on the Service Provider's digital assets including their websites, proposals, etc.

## RELATIONSHIPS OF THE PARTIES

The Service Provider and any related sub-contractors are not employees, partners, or members of the Client's company or organization. The Service Provider has the sole right to control and direct the means, manner, and method by which the Services in this Agreement are performed. The Service Provider has the right to hire assistants, subcontractors, or employees to provide the Client with their Services. Parties are individually and separately responsible for their own business operation and expenses, including securing or paying any licensing fees, insurance, taxes (including FICA), registrations, or permits. The client is not responsible for paying for any benefits, Workers' Compensation, insurance, or unemployment fees to Service Provider.

## STYLE RELEASE

The Client has spent a satisfactory amount of time reviewing Service Provider's work and reasonably expects that Service Provider's Services will produce a reasonably similar outcome and result for the Client. The Service Provider will use reasonable efforts to ensure the Client's services are carried out in a style and manner consistent with Service Provider's current portfolio and services, and Service Provider will try to incorporate any suggestions Client makes. However, the Client understands and agrees that:

- Every client and final delivery is different, with different tastes, budgets, and needs;  
Services rendered are considered "subjective" and Service Provider is a provider with a unique vision, with an ever-evolving style and technique;
- Dissatisfaction with Service Provider's independent judgment or individual management style is not a valid reason for termination of this Agreement or request of any monies returned.

## LIMIT OF LIABILITY

The Client agrees that the maximum amount of damages she is entitled to in any claim of or relating to this Agreement or Services provided herein are not to exceed the Service Fees as set forth in this Agreement.

## INDEMNIFICATION

The Client agrees to indemnify and hold harmless the Service Provider and its employees, agents, and independent contractors for any injury, property damage, liability, claim, or other cause of action arising out of or related to Services provided herein.

## ASSUMPTION OF RISK

The Client expressly assumes any risk related to running a Public Relations campaign.

## NON-DISPARAGEMENT

The Parties mutually agree not to make public defamatory statements that would materially harm the reputation or business activities of any Parties to this Agreement.

#### GOVERNING LAW

The laws of the jurisdiction in which the Service Provider is based govern all matters relating to this agreement.

#### NOTICE

Parties shall provide effective notice ("Notice") to each other, including any payments or invoices, via the following method of delivery at the date and time on which the Notice is sent:

##### *Email*

**Service Provider's Email Address:** founder@gosystemizeit.com

**Client's Email Address:** {Client's Email}

#### SEVERABILITY

If any portion of this Agreement is deemed to be illegal or unenforceable, the remaining provisions of this Agreement remain in full force, if the essential provisions of this Agreement for each party remain legal and enforceable.

#### TERMINATION

The Service Provider may, at its sole discretion, limit, suspend, or terminate the Client's account without refund or forgiveness of remaining payments if:

- The Client becomes disruptive or difficult to work with;
- The Client fails to follow the Service Provider's guidelines and instructions; or,

In that case, all Services will be paused.

#### AMENDMENTS

The parties may amend this Agreement only by the parties' agreement with proper Notice.

## ASSIGNMENTS

Neither party may assign or subcontract any rights or obligations in this Agreement without proper Notice unless otherwise provided herein.