



CLIENT SERVICE AGREEMENT

Welcome to Me In Order!

All of us at Me In Order are excited about the prospect of working with you to achieve the goals you have set for yourself and your home.

We would like to outline a few points about our relationship so that no misunderstandings occur. If you've never worked with an Expert Organizer before, it is important to understand the nature of the relationship between us. That is why we recommend you read carefully the following terms:

1. Payment Terms

After the completion of each session you will be presented with the charges for the work, which had been completed during the session. We will then collect payment via cash, check or major credit card for the session, unless other payment arrangements have already been made. We currently accept the following merchants: Visa, MasterCard, American Express, and Discover. Payments made by check will be deposited upon receipt.

The agreed rate is \$____ per hour for the Team Captain and \$____ per hour for each Teammate.

In the event a check is declined, a returned check fee of \$35 is payable to Me In Order, and we will have the option of requiring cash payment. If payment is not forthcoming for an additional 30 days after a check has been declined, MeInOrder may elect to seek redress in court, or may turn the matter over to a collection agency, at its sole discretion.

2. Cancellation Policy

Client acknowledges and accepts the terms of Me In Order cancellation policy, which states that in the event of failure to provide a minimum of 48 hours' notice of a reschedule or cancellation, or in the event the Client or their agent is not present at the location when the organizer arrives for the scheduled appointment, Client will be billed for 2 hours of service at the agreed upon hourly rate for services to be provided.

3. Confidentiality

We understand how important confidentiality is to our clients. During the organizing process we may discover paperwork and/or personal items that you may not want made public. Everyone at Me In Order holds to the strictest guidelines for confidentiality. Everyone on our team has individually signed a Confidentiality Agreement which binds them to never disclosing any of our client's personal information to others as well as any business related information pertaining to Me In Order without prior written consent from the parties to which the information pertains. However, we may from time to time speak publicly of different situations we may have encountered during our organizing, yet will never disclose the names or exact location of the project to which we are referring.

4. Liability

Me In Order is licensed and insured. In the event of damage or injury to persons or property, Me In Order may be held liable in a court of law in an amount no greater than the limit on its bonding and/or insurance policy, unless gross negligence or intentional damage has been proven. Insurance and bonding limitations and conditions are available to you upon request.

5. Dispute Resolution

This agreement shall be interpreted under the laws of the State of Florida. Any litigation under this agreement shall be resolved in the trial courts of Palm Beach County, State of Florida. Any disputes arising from this agreement shall be submitted first to mediation prior to further legal proceedings.

6. Merger and Integration

This Agreement and the exhibits attached hereto contain the entire agreement of the parties with respect to the subject matter of this Agreement, and supersede all prior negotiations, agreements and understandings with respect thereto. This Agreement may only be amended by a written document duly executed by all parties.

7. Statute of Limitations

The parties agree that any action in relation to an alleged breach of this Agreement shall be commenced within one year of the date of the breach, without regard to the date the breach is discovered. Any action not brought within that one year time period shall be barred, without regard to any other limitations period set forth by law or statute.

8. Time of Performance

The parties agree that time is not of the essence in the completion of the work described in this contract.* All parties shall act to complete the work described within a reasonable time. 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.

*Please note that the estimation of time is largely dependent on the client's speed in evaluating and determining the status of their items (i.e. whether to keep, trash, donate or sell any given item). Client understands and agrees that estimated pricing is defined to mean an estimate only, and that the final price may be less than or exceed the estimated price.

9. Attorney Fees

In the event of litigation relating to the subject matter of this Agreement, the non-prevailing party shall reimburse the prevailing party for all reasonable attorney fees and costs resulting there from.

10. Non-Waiver

The failure by one party to require performance of any provision shall not affect that party's right to require performance at any time thereafter, nor shall a waiver of any breach or default of this Contract constitute a waiver of any subsequent breach or default or a waiver of the provision itself.

I have read, understand and fully agree to the above terms and understand and agree that the Services are being performed in accordance with the above terms. If paying by debit/credit card, I hereby authorize Me In Order to authorize and charge my card under the terms and conditions described in Item 2, above.

Client

Signature _____

Printed Name _____

Date _____

Me In Order

Signature _____

Printed Name _____

Date _____

