

Service Agreement

This Service Agreement (the "Agreement") is entered into between OIO.lk (referred to as the "Service Provider") and [Buyer's Name or Company Name] (referred to as the "Client") collectively referred to as the "Parties."

Scope of Services:

- 1.1 The Service Provider agrees to provide website maintenance services, including but not limited to regular updates, backups, security checks, and technical support as agreed upon with the Client.
- 1.2 The Service Provider will perform search engine optimization (SEO) activities to enhance the Client's website visibility and organic traffic, including keyword research, on-page optimization, and reporting.
- 1.3 The Service Provider will create engaging and SEO-friendly articles based on the Client's requirements, including topic selection, content length, and desired tone/style.

Responsibilities of the Service Provider:

- 2.1 The Service Provider will diligently perform the agreed-upon services using reasonable skill, care, and expertise.
- 2.2 The Service Provider will provide regular progress updates and reports to the Client regarding the website maintenance, SEO activities, and article writing.
- 2.3 The Service Provider will comply with all applicable laws, regulations, and industry standards in providing the services outlined in this Agreement.

Client's Responsibilities:

- 3.1 The Client will provide the Service Provider with all necessary access credentials and information required for website maintenance, SEO activities, and article writing.
- 3.2 The Client will promptly respond to any requests for information, feedback, or approval required by the Service Provider to perform the services effectively.
- 3.3 The Client will review and provide timely feedback on the delivered work to ensure it meets their expectations.

Payment Terms:

- 4.1 The Client agrees to pay the Service Provider the agreed-upon fees for the website maintenance services, SEO activities, and article writing as outlined in the pricing and payment terms agreed upon by both Parties.
- 4.2 Payment shall be made within [number of days] days from the date of invoice, unless otherwise specified in writing.

Confidentiality:

- 5.1 Both Parties agree to maintain the confidentiality of any proprietary or confidential information disclosed during the course of the Agreement.
- 5.2 The Service Provider will not disclose any confidential information obtained from the Client to any third party without the prior written consent of the Client.

Termination:

6.1 Either Party may terminate this Agreement with written notice if the other Party breaches any material provision of this Agreement.

6.2 In the event of termination, the Client agrees to compensate the Service Provider for any services rendered up to the termination date.

Governing Law and Jurisdiction:

7.1 This Agreement shall be governed by and construed in accordance with the laws of [Jurisdiction].

7.2 Any disputes arising out of or in connection with this Agreement shall be subject to the exclusive jurisdiction of the courts of [Jurisdiction].

Entire Agreement:

8.1 This Agreement constitutes the entire understanding between the Parties and supersedes any prior agreements or understandings, whether written or oral, relating to the subject matter hereof.

The Parties hereto have executed this Service Agreement as of the date first written below.

OIO.lk

Service Provider

Signature: ____Harshaka Prabhath____

Date: _____

[Buyer's Name or Company Name]

Client

Signature: _____

Date: _____