



TERMS OF SERVICE AGREEMENT

The following terms of service for _____ is effective on _____

BETWEEN: IAP Network LLC, a corporation organized and existing under the laws of the state of Louisiana with its head office located at:

700 Gilman St, Suite 213. Ruston LA 71270

And _____ [Company / Student / Third party], a corporation/individual organized under the laws of _____, with address at _____

WHEREAS, the service provider is in the business of career counseling and advising, professional and academic assistance and services relating to student placements, credential evaluations and translations etc.

WHEREAS, this agreement contains the IAP Networks' terms of engagement;

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein contained, the parties hereto, intending, to be legally bound, agree as follows:

1. SERVICES PROVIDED

IAP Network LLC is providing the services listed below to _____:

College application assistance, counseling and advising sessions, credential evaluation services, document translations, online payment assistance, scholarship application

2. CALCULATION OF FEES AND OTHER CHARGES

- a. Fees for the services listed above are calculated by IAP Network. They are a fix charge representing the time spent by IAP Network as well as the expenses incurred while providing the service mentioned.
- b. The same charging method is applied by every similar work done by IAP Network including making telephone calls, short and long distance trips, writing letters, researching the laws, negotiating with institutions and preparing documents.
- c. By submitting the required documentation to IAP Network for the service you requested, you are agreeing to pay for the service(s) discussed and mentioned in this contract.

3. BILING AND ARRANGEMENTS

- a. Billing can occur before or during the time frame during which the services requested by the client is performed. It is at the sole discretion of the agent to decide when to receive payment for the service rendered by IAP Network
- b. All payment must be due before the service is completely performed
- c. We only accept full payments. No payments plans are allowed for the services mentioned here in this contract
- d. Bills are payable within 24 hours of the date of the invoice
- e. Payments for the service mentioned is a one time and nonrefundable payment

4. DISCLAIMER

- a. The information on our website is provided “ as is” without any representations or warranties, express or implied
- b. We reserve the right at our sole discretion to use our customers data, pictures or legal info for marketing purposes
- c. You shall rely on the information given to you only from our counselors during the duration of our service agreement

5. LIABILITY

- a. Nothing in this legal disclaimer will limit any of our liabilities in any way that is not permitted under applicable law, or exclude any of our liabilities that may not be excluded under applicable law.
- b. We shall not be liable of any loss or damage of whatever nature arising due to our customer not meeting the requirements for the service requested to be fulfilled.

6. EFFECT OF THE AGREEMENT

This agreement shall be to benefit of and be binding on the heirs, executors, assignees and successors of the respective parties.

IN WITNESS WHEREOF, the parties have executed this agreement on the day and year first above written.

X _____
Customer Signature

X _____

Customer Printed Name

Customer Street Address

City / State/ Zip

Form Valid through Jan-Dec 2016