

BRANDWORKS STUDIO

Powered by 3D Strategic Consulting

Services Agreement

SAMPLE TEMPLATE • NOT AN EXECUTED AGREEMENT OR PAYMENT REQUEST

Draft for attorney review. Complete all blanks and obtain both parties' approval before use. This sample uses the owner-provided FGL relationship; formation, ownership and signing authority must be verified. No standard fees or commercial policies are established by this template.

01 / Parties and brand relationship

The service provider and contracting party is 3D Strategic Consulting, LLC ("Provider"), offering services under the BrandWorks Studio brand. BrandWorks Studio is a brand and service of 3D Strategic Consulting, LLC, an FGL Holdings company. FGL Holdings, LLC is referenced only as the parent company, not as a party or guarantor. The client is identified below.

Effective date:

Client legal name and entity type:

Client address / authorized contact:

Provider business address / authorized signer:

Project name / agreement reference:

02 / Project scope

Services, deliverables, file formats, quantities, excluded work and third-party costs must be specified in a signed project schedule. Attach the schedule and reference it below. Changes require written approval of scope, fees and timing by both parties.

Project schedule / attachment reference:

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Project Schedule & Commercial Terms

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03 / Deliverables and timeline

Describe each deliverable, delivery format, milestones, target dates, client inputs and approval contact. Identify any assumptions or dependencies. Dates and acceptance criteria must be agreed, not presumed.

Agreed terms / attachment reference:

04 / Fees and payment

Enter currency, project fee, any approved deposit, milestone payments, due dates, applicable taxes and payment method. No deposit percentage, late fee or cancellation charge applies unless expressly agreed in the completed schedule.

Agreed terms / attachment reference:

05 / Review and revisions

Specify included revision rounds, response deadlines and what counts as a revision versus additional work. Additional charges or timeline changes require written approval.

Agreed terms / attachment reference:

06 / Content, intellectual property and licensing

Identify client-supplied materials, pre-existing Provider materials, third-party assets, editable/source files and final deliverables. Specify ownership or license rights, permitted uses, any restrictions and when rights take effect. Rights are not assigned by this uncompleted sample.

Agreed terms / attachment reference:

07 / Confidentiality and portfolio permission

Identify confidential information, permitted disclosures, handling obligations and duration. Record any separate client permission for use of work, name or logo in a portfolio; do not assume consent.

Agreed terms / attachment reference:

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Additional Terms & Signatures

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08 / Suspension, cancellation and refunds

Set out written notice requirements, treatment of work completed and approved expenses, refund terms, delivery of work in progress and any suspension conditions. Leave these to agreement and attorney review.
Agreed terms / attachment reference:

09 / Disputes and liability

Attorney to complete governing law, venue, dispute process, warranties, remedies, indemnities and any liability limits appropriate to the engagement. No fixed jurisdiction, damage cap or waiver is supplied here.
Agreed terms / attachment reference:

10 / Agreement and authorization

List all attached schedules and any additional terms. Amendments require written approval by both parties. Sign only after all open terms are completed. Each signer confirms authority to bind the named legal party;
BrandWorks Studio is not a separate LLC.
Agreed terms / attachment reference:

Provider — 3D Strategic Consulting, LLC

Offering services as BrandWorks Studio
Authorized signer / title:

Signature / date:

Client — legal name entered on page 1

Authorized signer / title:

Signature / date:
