

Service / Vendor Agreement

This Agreement is made between Q.C.I. Property Management, LLC ('Company') and the Vendor named below ('Vendor').

Vendor Name:

Vendor Address:

Effective Date:

Scope of Services (check all that apply):

Plumbing

Electrical

Landscaping

General Maintenance

Other

Payment Terms:

- Vendor will be paid within 30 days of invoice approval.
- Invoices must include date of service, service address, description, and itemized costs.

Insurance Requirements:

- General Liability Insurance (min \$1,000,000 per occurrence).
- Workers' Compensation (if applicable).
- Proof of insurance provided annually.

Authorization & Signatures

Q.C.I. Property Management, LLC

By: _____ Date: _____

Vendor / Contractor

By: _____ Date: _____