

**InVision Source**  
**Carla.virola@invisionsource.com**  
**(866) 341-4652**

(Client Name here) Technology projects

This Contract is between Client Name (the "Client") and InVision Source (the "Business").

Project Address: Remote and onsite at (Client Address)

The Contract is dated:

**1. Scope of Work/Payment:**

1.1. Project Description: The Client is hiring the Business to do the following: IT Consulting review of existing Telecom/Technology in place via an audit and analysis. InVision Source Engineering team to engage in Telephony/Infrastructure/Software/Cloud as a Service engineering strategy discussion and roadmap sessions with Client IT Team for projects in the pipeline as well as to augment any existing environment.

1.2. Once strategy, roadmap and project deliverables have been agreed upon, InVision Source represents Client to partner ecosystem and requests proposals from their strategic IT partners. InVision Source then prepares proposals from shortlisted vendor solutions and presents to Client for selection of provider/contracted solution.

1.3. Upon vendor selection, InVision Source provides guidance and oversight management of selected vendor project management team until the point of delivery and successfully completed installation.

1.4. Schedule: TBD

1.5. Payment Schedule: An Hourly or Weekly Rate Schedule

1.5.1. Hourly Rate Selection: The Client will pay the Business \$150 on an hourly basis. The Business will provide an invoice for the work completed during hours billed. **Client Initial Here** \_\_\_\_\_

1.5.2. Weekly Rate Schedule: The Client will pay the Business for the hours billed on a weekly basis. The Business will provide an invoice for the work completed during hours billed. **Client Initial Here** \_\_\_\_\_

1.6. Payment Terms: Payment shall be made to the Business via check, ACH Electronic Funds Transfer, Credit Card or Online Financial Institution (Square Cash, Venmo, Quickbooks and PayPal). InVision Source will send an invoice for each time period of work completed on a weekly basis. If any invoice is not paid when due, this

could result in suspension or termination of the project. If the Client fails to pay for the Services when due, the Business reserves the right to treat such failure as a breach of this Contract. Any legal fees associated with such will be the Client's responsibility.

1.6.1. Invoices: The Business will invoice the Client on the dates listed in the Payment Schedule section. The Client agrees to pay the invoice with the amount owed within 5-7 Business days for weekly payments for up to 15 days.

1.6.2. Late Payments: If the Client fails to pay the Business on time per agreed upon payment schedule, the Business may suspend work until delinquent payments are brought current. If payments are delinquent for more than 30 days then the Client will be subjected to a late fee.

1.6.3. Expenses: Client shall pay to the Business any expenses incurred by the Business in the provision of services under this Agreement, including, but not limited to Engineering service provided no later than 15 days after receipt is provided.

1.7. **Refund and Cancellation Policy:**

1.7.1. No Refunds: Services completed as described in this contract are not subject to refunds. The Client will not be reimbursed for services cancelled once work has begun. All sales are final. **Client Initial Here** \_\_\_\_\_

2. **Licensing:** The Business warrants that the Business currently holds a valid license under the laws of the State of New Jersey to perform the work. Work performed will be done so in compliance with all applicable local, state, or federal statutes and regulations.

3. **Representations:**

3.1. **Authority to Sign:** Each party promises to the other party that it has the authority to enter into this Contract and to perform all of its obligations under this Contract.

3.2. **Client will Review Work:** The Client promises to review the work product, to be reasonably available to the Business if the Business has questions regarding this project, and to provide timely feedback and decisions.

4. **General:**

4.1. **Modification(s):** To change anything in this Contract, the Client and the Business must agree to the change in writing and sign a document showing their contract.

4.2. **Signatures:** The Client and the Business must sign the document either electronically or in hardcopy. If this document is signed in hard copy, it must be returned to the Business for valid record. Electronic signatures count as originals for all purposes.

The Parties hereto agree to the foregoing as evidenced by their signatures below.

Date\_\_\_\_\_

(Signature)

Carla Virola

Title \_\_\_\_CEO\_\_\_\_\_

InVision Source  
200 Blue Heron Drive  
Secaucus, NJ 07094

Date\_\_\_\_\_

(Signature)

Printed Name \_\_\_\_\_

Title \_\_\_\_\_

NorthStar Group LLC, Client  
7 Penn Plaza Suite 1803  
New York, NY 10001