



JUST IN COFFEE GROUP
COMPLETE COFFEE SOLUTIONS

Client Consultation Agreement

Between:

Just In Coffee Group ("Consultant")

and

Client Name: _____ ("Client")

Effective Date: _____

1. Purpose of Agreement

This Agreement outlines the terms under which the Client engages the Consultant to provide consultation services relating to business development, operational support, strategic planning, or any other mutually agreed advisory services.

2. Scope of Services

The Consultant agrees to provide consultation services as requested by the Client. Services may include, but are not limited to:

- Business consultancy
- Operational guidance
- Strategic and growth planning
- Product development support
- Any other advisory services agreed in writing

The specific nature of work will be agreed on an ongoing basis via email, message, or other written communication.

3. Flexible Hours & Banking System

The Client may purchase and bank consultation hours in advance or use hours as needed on a flexible basis. The following terms apply:

- Hours are billed weekly based on actual usage.
 - Time is recorded in **15-minute increments**.
 - The hourly rate is **£50 per hour**.
 - There is **no minimum term, no minimum commitment, and no minimum number of hours** required.
 - Banked hours never expire unless otherwise agreed in writing.
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4. Fees & Invoicing

- The Consultant will issue an invoice each week for the hours used within that billing period.
 - Payment is due within **7 days** of the invoice date unless otherwise agreed.
 - Late payments may be subject to interest charges at the statutory rate.
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5. Communication & Availability

The Consultant will make reasonable efforts to be available for consultation during normal business hours or at mutually agreed times. Scheduling will be coordinated in advance when possible.

6. Term & Termination

- This Agreement begins on the Effective Date and continues on an open, rolling basis.
 - Either party may terminate the Agreement at any time with written notice.
 - Any outstanding invoices must be settled at the time of termination.
 - Any unused banked hours will be refunded unless the Client requests they remain available for future use.
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7. Confidentiality

Both parties agree to keep all sensitive information, trade secrets, business plans, and any other proprietary details confidential. This obligation survives the termination of this Agreement.

8. Independent Contractor Status

The Consultant operates as an independent contractor. Nothing in this Agreement constitutes an employer-employee relationship, partnership, or joint venture.

9. Liability

The Consultant will provide expert advice to the best of their ability, but cannot guarantee specific outcomes. The Client accepts full responsibility for decisions made based on consultation.

10. Governing Law

This Agreement shall be governed by and interpreted in accordance with the laws of England and Wales.

11. Acceptance of Agreement

By signing below, both parties agree to the terms set out in this Client Consultation Agreement.

Client Signature: _____

Date: _____

Consultant Signature (Just In Coffee Group): _____

Date: _____