



Imagine Your Reality
Business, Writing and Social Media Coaching

SOCIAL MEDIA AGREEMENT

Used in conjunction with the **Social Media Worksheet**, which should also be printed out by the client.

Contact Name _____

Phone _____

Company Client _____

Address _____

City _____ State _____ Zip _____

E-mail address _____

Preferred User name _____

Preferred Password _____ must include an upper case letter and a number.

Our desire is to satisfy the client. One way is to make clear our understanding with each other.

These are the terms of our agreement together:

1. Authorization. The above-named client is engaging **Imagine Your Reality**, a sole proprietor as an independent contractor for the specific project of developing and/or improving a Social Media listing. The client hereby authorizes **Imagine Your Reality** to access this account, and authorizes **Imagine Your Reality** with "write permission" for any other directories or programs which need to be accessed for this project.

2. Social Media Packages

Imagine Your Reality can help you to set up your profiles at different Social Media sites. If you have a profile already set up we will go in and optimize the profile so that you will get the most benefit from that site that is possible. We will set up a separate e-mail just for your Online Social Media activities so that you will not be getting a great deal more e-mails in your work inbox. Additionally we will provide 2 hours per month of Social Media activities. This can include setting up new Social Media Sites, adding to your existing profiles, friending and following people, checking and responding to social media e-mails, blogging, video, and internet radio (from the separate e-mail set up in the first package), and any other necessary activities.

What package do you want? _____

3. **Changes to submitted text.** Please send us your final text. Time required to make substantive changes to client's submitted text after the initial Social Media package has been constructed will be additional, billed at the hourly rate.

4. **Payment Method.** Monthly Social Media Package will be automatic charge to your credit card. Register on-line with your credit card number.

5. **Legal Disclaimer. Imagine Your Reality** constructs the Social Media page from information submitted to them. They cannot be held liable for the content.

6. **Miscellaneous.** This Agreement shall be binding upon the parties, their heirs, successors, assigns, and personal representatives.

This Agreement constitutes the entire understanding of the parties. Its terms can be modified only by an instrument in writing signed by both parties. This Agreement shall be governed by the laws of The State of Oregon and courts of such state shall have exclusive jurisdiction and venue.

The undersigned agrees to the terms of this agreement on behalf of his or her organization or business.

On behalf of the client (authorized signature):

_____ Date _____