

## Project Agreement

Thank you for choosing Seaton Financial Advisors, LLC (SFA). We pledge to do our best to assist you in achieving your goals.

### 1. Scope of Project:

### 2. Fees

Our fees are based on the time, scope and complexity of the services requested. Based on our assessment of the services you have requested and our hourly rate of \$250 per hour, we estimate our fees for this engagement to total \$\_\_\_\_\_. If the work turns out to be less complex and/or less time consuming than estimated, our final fee will be reduced proportionately. Alternatively, if we discover the work will be more complex and/or more time consuming than we originally estimated, we will not increase the fee. Exception: If you introduce new information and/or request additional services, then our fees will be increased and this Agreement will be amended accordingly.

Fees are not due and payable until after delivery of the services listed above. An invoice will be provided.

Other Sources of Compensation: None

### 3. Your Responsibilities

- a. Provide complete and current information that is pertinent to the services requested.
- b. Make decisions necessary to develop an effective plan.

### 4. Limitations and Conflicts of Interest

Seaton Financial Advisors, LLC is not a law firm and therefore does not offer legal advice. You are urged to seek competent legal counsel before implementing any strategies that involve legal issues. We are also not a CPA firm. You are urged to seek competent CPA and/or legal tax counsel before implementing any strategies that involve tax issues.

Conflicts of interest known at this time: None

### 5. Termination of Agreement

> Initial five day period

You have five business days (Monday through Friday) from the signing of this contract to terminate this contract without obligation. Any fees related to this contract collected before or during that five day period will be returned to you in full.

> After the initial five day period

# Seaton Financial Advisors, LLC

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If you terminate this agreement after the initial five day period has expired, you will be responsible for paying SFA for the number of hours worked times the hourly rate of \$250 per hour, not to exceed the estimated total in item 2 above.

## 6. Assignment

This contract is not assignable without your written consent.

## 7. Dispute Resolution

Open communication is an important key to any successful relationship. If at any time you feel I am not meeting your needs, or have done something that concerns you, please contact me immediately so I will have a chance to make it right. In the event an issue cannot be resolved between us and a legal proceeding is initiated, it will be resolved according to the laws of the State of Florida.

## 8. Regulatory Disclosure Compliance

By your signature below, you are also confirming that we have provided you:

- a. SEC Form ADV, Part II
- b. Privacy & Security Statement

## 9. Contact Information

Phone: 904-825-4203

Fax: 904-825-1663

Email: [terryseaton@bellsouth.net](mailto:terryseaton@bellsouth.net)

Website: [www.seatonfinancial.com](http://www.seatonfinancial.com)

Address: 4406 Coastal Hwy, St Augustine, Florida, 32084

## 10. Fiduciary Pledge

I shall exercise my best efforts to act in good faith and in your best interests at all times. I shall provide written disclosures to you prior to the engagement and thereafter throughout the term of the engagement, of any conflicts of interest, which will or reasonably may compromise my impartiality or independence. I, or any party in which I have a financial interest, do not receive any compensation or other remuneration that is contingent on the purchase or sale of a financial product (I do not sell financial products of any kind). I do not receive a fee or other compensation from another party based on referring you to the other party such as an attorney, CPA, insurance agent, etc.

If this agreement is acceptable to you, please indicate by signing below.

Client: \_\_\_\_\_ Date: \_\_\_\_\_

Client: \_\_\_\_\_ Date: \_\_\_\_\_

SFA: \_\_\_\_\_ Date: \_\_\_\_\_