

NAME OF PRINCIPAL CLIENT

Position, Name of Company

Address

Contact Details

Dear Sir:

As discussed with **Ms. Kharzumie Benito**, please find below our performance-based proposal to handle your online social media campaigns:

1. For creation of 250 Integrated Social Network Accounts with time frame of **not more than 30 days - US \$1,200.00**, payable upon our completion of the 250 accounts

2. For updating, maintaining and adding friends/followers on the above-named 250 social network accounts - we shall bill **US \$6/account** upon completion of the following set of tasks per account: (a) Adding _____ friends/followers on social media sites such as Facebook, Twitter, _____, _____ and _____; and (b) Updating and maintaining the said 250 Integrated Social Network Accounts through the use of the following actions totaling ____ per account such as _____, _____, _____, and _____, billable every 15 days cycle

3. For handling the requirements of your initially assigned ten (10) special clients, we shall bill **US \$6/account** upon our completion and performance of the assigned group tasks covering the following minimum actions and movements per account itemized as follows: (a) _____; (b) _____; (c) _____; and (d) _____, provided that we shall be entitled to the succeeding US \$5/account upon our completion of **every set of group tasks** thereafter covering the same set of minimum actions and movements per account, it being understood that the billing cycle shall be every fifteen (15) days and provided further that in the event that we cannot complete the minimum tasks required per account, we shall only bill for the completed minimum tasks computed at US \$4/account every billing cut-off; and

4. We shall bill for additional **US \$1/account** per additional client in excess of the starting ten (10) clients mentioned in Item 3 above for the performance of the same set of group tasks detailed in the same Item 3 above.

5. In the event that we have surpassed your expectations at your personal judgment and in order to boost the morale of our workforce, you may at your sole and exclusive discretion award performance bonus at any stage of our execution of any of the tasks detailed above.

6. Terms of engagement will include the following: (a) **Ms. Kharzumie Benito** shall act as Project Leader to supervise our Manpower Pool, but her compensation shall be for your exclusive account; (b) She will help organize our initial team of ten (10) people to ensure the timely and fast accomplishment of the above-named performance-based schemes, with full powers on appointment of team leaders, assignment, details, shuffling and quality control; and (c) She will provide briefing and orientation on the tasks at hand to ensure full satisfaction of your expectations

7. We shall provide an exclusive and fully air conditioned facility consisting of up to ten (10) computers with internet connections to be manned by up to ten (10) personnel which may be made available on a 16-hour shift as the need arises.

8. If additional equipment and personnel are needed to meet momentary increase in demand, we can assure doubling of computer stations and manpower complement on a 24-hour notice

9. We reserve the right to decrease or increase personnel, work stations and shift schedules depending on work requirements, and to train back up personnel in the event of resignation and termination of the first batch of detailed manpower

10. This Agreement shall be **effective upon signing hereof** and shall be terminated, without questions on our part, **anytime** upon your full and exclusive discretion.

We hope that this will be a start of a productive and profitable partnership. Please check us at <http://www.skeptronsolutions.com> for your further details, and for your other requirements. Thank you.

Very truly yours,

Conforme:

REY D. CARTOJANO
Managing Director
