

Letter of Agreement: Pilot

Business Growth Strategies Pty Ltd — Australia

EFFECTIVE DATE

Parties

This Letter of Agreement is between Business Growth Strategies Pty Ltd (the Consultant) and the firm named in the signature block (the Client).

Purpose

The purpose of this Pilot is to validate a single advisory operating rule with one of the Client's business clients over four weeks to demonstrate measurable value and establish the basis for an ongoing advisory meeting rhythm. The Pilot provides verified signal in four weeks; if the Client already has clarity on the binding constraint, the Pilot may be skipped in favor of a direct consult.

Scope

The Pilot covers one client of the Client's firm, one operating rule selected jointly, four weekly checks, and a single summary read-out. The Consultant will provide a printable Pilot Plan, facilitate initial setup, and guide the Client on recording and reviewing weekly snapshots. No financial, tax, or legal advice is provided. Implementation remains the Client's responsibility.

Deliverables

- Pilot Plan PDF configured to the Client's firm.
- Four weekly review prompts and a simple tracking sheet template.
- One summary read-out with a pass or tighten recommendation.

Cadence and Access

All work is conducted remotely. The Client designates one partner and one staff member as points of contact. Meetings take place via the Consultant's video link if required. Email support is provided for Pilot administration.

Fees and GST

Pilot fee AUD 1,000 plus GST, payable upon signing. **If the Client engages the Advisory Meeting Rhythm Consult within 30 days of the Pilot summary read-out, the full AUD 1,000 plus GST is credited against that consult's fee.** Prices are in AUD and GST is collected at 10 percent where applicable.

Success Criteria

A Pilot is considered a pass when the Client completes four weekly checks and can point to one of: improved timeliness, reduced exceptions, or clearer owner understanding tied to the chosen rule.

Intellectual Property and Confidentiality

Materials provided by the Consultant remain the Consultant's intellectual property and are licensed for internal use within the Client's firm. Each party will keep the other's confidential information in confidence and use it only for this engagement.

Term and Termination

This Agreement starts on the Effective Date and ends upon delivery of the summary read-out. Either party may terminate for convenience with written notice. If terminated, or if the Advisory Meeting Rhythm Consult is

not engaged within 30 days, the Pilot fee remains payable and is not refundable.

No Guarantee

Outcomes depend on Client execution. The Consultant does not guarantee specific financial results.

Liability

To the maximum extent permitted by law, the Consultant's aggregate liability under this Agreement is limited to the fees paid or payable for the Pilot.

General

This Agreement is the entire understanding for the Pilot and may be amended only in writing. This Agreement is governed by the laws of the State of Victoria, Australia, and the parties submit to the non-exclusive jurisdiction of its courts. Counterparts and electronic signatures are accepted.

Acknowledgements

- I have authority to approve this engagement.
- I acknowledge materials are for internal use and no financial, tax, or legal advice is provided.

Client

LEGAL NAME

ABN

AUTHORISED SIGNATORY

TITLE

EMAIL

DATE

CLIENT SIGNATURE

Signature (type or e-sign)

Consultant

LEGAL NAME

ABN

AUTHORISED SIGNATORY

TITLE

EMAIL

DATE

CONSULTANT SIGNATURE

Signature (type or e-sign)