

Pilot Letter of Agreement

Business Growth Strategies Pty Ltd

Parties

Consultant: Business Growth Strategies Pty Ltd

Consultant ABN

Client legal name

Client ABN

Purpose

Prove one advisory operating rule inside one client business with verified movement in four weeks, then make a pass or tighten decision. One client, one rule, one weekly snapshot, same report each week.

Scope and Deliverables

- Scope: one nominated client, one operating rule, four weekly checks, and one summary read-out at day 30 to 45. No financial, tax, or legal advice.
- Deliverables: partner-ready agenda, fixed numbers pack template, one-page 90-day focus summary template with usage rules, and a verification and snapshot standard.
- Cadence: weekly verification from the same governing report, four snapshots, exceptions flagged red if data is missing or late.

No financial, tax, or legal advice is provided.

Client Roles

- Partner Lead: owns the relationship and the day-30 decision.
- Numbers Owner: captures and logs the governing metric weekly and flags red.
- Implementation Lead: runs the two actions and reports exceptions.

Operating Rule and Verification

- The operating rule is frozen at setup and stays frozen during the Pilot.
- The governing metric, report location and path, baseline, weekly capture time, and binary pass signal for day 30 are defined at setup.
- Missing or late data is treated as red and triggers the exceptions path.

Weekly verification uses the same source report, same way, same day.

Missing or late data is treated as red.

Exceptions Path

If the snapshot is missing or below threshold, the Client executes a three-step exception path within 24 hours, with named owners and time boxes defined at setup.

Read-Out and Outcomes

At day 30 to 45, the Consultant and Client review evidence from the same source report and confirm one outcome:

- a. Pass: the rule holds and is repeatable under the agreed cadence and verification standard.
- b. Tighten: the rule requires a defined adjustment or is paused. Tighten actions are documented. A single 14-day window is available to tighten artifacts only.

Fees and Payment

- a. Pilot fee: AUD 1,000 plus GST, payable on signing. Non-refundable except for statutory rights.
- b. Credit: if the Client books the Advisory Meeting Rhythm Install within 30 days of the Pilot read-out, the full Pilot fee is credited toward that install.
- c. Additional pilots: any further pilot is a separate engagement on these terms, each with its own 30-day install credit window from that pilot's read-out.

Timing

Effective date

Window: four weeks of weekly verification, plus up to 14 days post read-out to tighten artifacts if required.

Confidentiality and IP

- a. Each party keeps the other's Confidential Information confidential and uses it only for this engagement.
- b. The Consultant's materials remain the Consultant's intellectual property, licensed to the Client for internal use during and after the Pilot.

Implementation Responsibility

Decisions and implementation remain the Client's responsibility. The Consultant does not provide financial product advice, accounting advice, or legal advice.

Warranties and Liability

- a. No guarantee of results is given. The Pilot is a structured test with defined verification and decisions.
- b. To the extent permitted by law, the Consultant excludes all implied warranties and limits liability arising in connection with this Agreement to the amount paid for the Pilot. Nothing limits liability for fraud, wilful misconduct, or liability that cannot be limited by law.

Termination

Either party may terminate on written notice if the other materially breaches and does not remedy within 7 days of notice. On termination, fees paid are not refundable except for statutory rights. Confidentiality and IP provisions survive.

Governing Law

This Agreement is governed by the laws of Victoria, Australia. The parties submit to the non-exclusive jurisdiction of its courts.

Notices

Notices to Client contact:

Name

Email

Notices to Consultant contact:

Name

Email

Signatures

By signing, each party confirms authority to enter this Agreement.

Client

Legal name

ABN

Authorised signatory

Title

Email

Date

Signature

Acknowledgments

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

Consultant

Legal name: Business Growth Strategies Pty Ltd

ABN

Authorised signatory

Title

Email

Date

Signature