

Teagasc client contract

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All Teagasc advisory service client contracts are for a duration of 12 months and are renewed annually unless you instruct otherwise.

- Your contract starts on the date displayed in your contract renewal notice;
- your contract renewal notice is issued approximately one month before the end of your previous contract;
- you need to tell your local Teagasc office at least five working days before the contract start date if any change is required; and,
- payment of your advisory contract fee is due within 30 days from the start date of your contract. Late payment might lead to a reduction in services and/or publications available to you.

Our fees are applied under Section 8 of the Agriculture (Research, Training and Advice) Act 1988. The current schedule of charges for the advisory service is available on request from your

local Teagasc office, or online at:

<https://www.teagasc.ie/about/farm-advisory/advisory-services/advisory-charges/>.

Teagasc advisory service “terms of engagement” set out the terms on which our programme is provided. They are available on the back of all Teagasc advisory service client financial documentation.

Please see sample of a contract renewal notice on the reverse side of this page.

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Dermot McCarthy

Head of Advisory Services

Contract Renewal Notice

Local Teagasc Office name and address
 Tel: Local telephone no.
 Fax: Local fax no.



Your name here
 Address 1
 Address 2
 Address 3
 Address 4
 County

Date:
 Customer No.:

You are invited to renew your contract with Teagasc. Your next client contract falls due on XX/XX/XXXX

Description	Net value	VAT		Gross value
		Rate	Amount	
From XX/XX/XXXX to XX/XX/XXXX Advisor(s): Advisor name Inv XXXXXXXXXXXX Technology contract XXX-XXX X	XXX.XX	13.50	XX.XX	XXX.XX
Credit terms – 30 days	Gross total due (€)			XXX.XX

PREFERRED PAYMENT METHODS

By credit/debit card: Call the dedicated Teagasc telephone number 065 686 9777 between 10.00 am and 1.00 pm or between 2.00 pm and 4.30pm, Monday to Friday.

By cheque posted to Teagasc's Central Payments Department: Tear off remittance slip and return with cheque payment in the FREEPOST envelope provided.

Services provided by Teagasc are governed by the Terms of Engagement on the reverse of this document. Please read carefully.



Contract Renewal Notice – Remittance Slip

Customer No.: XXXXXX

Date:

Your name here, Address 1, Address 2, Address 3, Address 4

Customer No.:

Description	Gross total due (€)
From XX/XX/XXXX to XX/XX/XXXX Advisor(s): Advisor name Inv XXXXXXXXXXXX Technology contract XXX-XXX X	XXX.XX

Please tear off remittance slip and return with payment to Teagasc's Central Payment Department in the FREEPOST envelope provided.

TEAGASC - The Agriculture and Food Development Authority
www.teagasc.ie