



# Fishbowl Inventory

[Recipient Name]  
[Title]  
[Company Name]  
[Street Address]  
[City, ST ZIP Code]

Dear Customer,

Thank you for being a Fishbowl Inventory customer. The following agreement spells out the terms and conditions of your custom report project.

Our goal is to create a report to your exact layout and design specification. In order to accomplish our goal, this agreement must be signed and the accompanying "Report Form" completed and faxed to Fishbowl Inventory and a sample of your report should be included. This sample should include the desired data, detailed layout, and as much additional information as possible. Please include descriptions for each data field (including any required calculations) and where that data is entered into Fishbowl Inventory. The more detailed information that is sent concerning your custom report, the sooner we can have the report finished.

The fee for a custom report is \$450.00. Once we receive this signed contract we will charge the amount of the report. This fee includes time for design, formatting, editing, and research.

This report is designed and created for the current version of Fishbowl Inventory at the time the report was requested and not for any future updates of the program. From the date we first send you the report files you have a two week period to review and verify the report is working as specified in your design documents. After that two week period, if for any reason this report needs to be modified or updated, this will be done through a new report contract and the new fee will apply and be required before we begin work on the report.

Fishbowl Inventory reserves the right to distribute and/or resell the report that you have commissioned. You may not distribute or sell this report without written consent from Fishbowl Inventory.

Please keep a copy of this document for your records and return a signed copy by fax to 801.932.1101. We will not begin work until we receive this signed document, sample report and full payment.

Sincerely,

**Fishbowl Inventory**

**ACCEPTED AND AGREED:**

By: \_\_\_\_\_ Date \_\_\_\_\_

**For Internal Use Only:**

Date Received: \_\_\_\_\_



# Fishbowl Inventory

Sales Executive: \_\_\_\_\_

Report Form					
Contact Name:			Contact Email:		
Report Name :					
Report Description:					
Data					
Fishbowl Data Fields to include: i.e. Part number, Custom 1, Product Number					
Group By:			No Group		
Special calculations to be done on data fields:					
Format					
Paper Height:			Label Height:		
Paper Width:			Label Width:		
Margin Top:					
Margin Bottom:					
Margin Left:					
Margin Right:					
Page Breaks By:			No Page Break		
Font:	Font Size:	Color:			
Landscape			Portrait		

**EXAMPLE:**