

TERMS OF SETTLEMENT

PARTIES:

MEENA VISHWANA ('Meena')

AND

FIONA FRAME trading as Fantastic Florists ('Fiona')

1. This is an agreement to settle any and all claims relating to the web design and IT support services provided by Meena to Fiona.
2. Fiona agrees to pay Meena the amount of \$3,500 on or before 31 December 20xx as a full and final settlement of this matter.
3. If Fiona fails to pay \$3,500 by the agreed date, Meena reserves the right to start court action to recover the full \$4,000 debt claimed by Meena against Fiona, along with any interest and legal costs, without further notice to Fiona.
4. The terms of this agreement are confidential.
5. The parties have read and understood the terms of settlement and agreed to these terms.

M. Vishwana

Meena Vishwana
Date: 24 November 20xx

Witness: Ella Mavis
E. Mavis

Fiona Frame

Fiona Frame
Date: 24 November 20xx

Witness: Bob Atkins
Bob A.