

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]

[Recipient Name]  
[Recipient Title]  
[JYP Entertainment]  
[Company Address]  
[City, State, Zip Code]

Dear [Recipient Name],  
Subject: Service Agreement

I am writing to formalize the service agreement between [Your Name/Your Company Name] and JYP Entertainment. The details are as follows:

1. **\*\*Parties Involved\*\***
  - [Your Name/Your Company Name]
  - JYP Entertainment
2. **\*\*Scope of Services\*\***
  - [Description of services to be provided]
3. **\*\*Duration of Agreement\*\***
  - Start Date: [Start Date]
  - End Date: [End Date]
4. **\*\*Compensation\*\***
  - Payment Terms: [Payment amount and terms]
5. **\*\*Confidentiality\*\***
  - [Details regarding confidentiality obligations]
6. **\*\*Termination Clause\*\***
  - [Conditions under which the agreement can be terminated]

Please review the terms outlined above, and if they meet with your approval, kindly sign and return a copy of this letter.

Thank you for the opportunity to work together. I look forward to your positive response.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Typed Name]

[Your Position (if applicable)]

[Your Company Name (if applicable)]

Enclosure: [List any enclosed documents, if applicable]