

Hope Media Creative Design - Web Design Agreement

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Website Owner

This is a **CONTRACT OF SERVICES** between "Site Owner" and Grace Bentien, of Hope Media Creative Design (to be called "builder") regarding construction/redesign of the website described as "Domain Name" below.

Site Owner

Business Name

Email

Phone

Address

Website package you wish to purchase (described below)

Basic Custom

Domain name

Domain name status

Non-existing or existing

If non-existing, have you confirmed availability?

Yes or No

Alternate domain name choices, if necessary

** Hope Media Creative Design customizes online web builders with content management systems. Sites are available for viewing at a temporary construction address, then connected to web domain and made live when accounts are settled upon completion. Access is then granted and ownership is permanently assigned to Site Owner.*

Base Charges

BASIC CUSTOM CHARGES \$750

(payable to builder)

- **Included:** account setup, basic logo design (if needed), layout, menu, content development on up to 6 pages, formatting searchability features for main pages, payment gateway setup, first 30 days maintenance. \$75 for each additional page over 6.
- **Not Included:** to be charged separately and/or additional as needed – copyrighted stock photos, interactive calendar, online forms, online storefront, any additional website plugins integrated into basic site.
- **Hosting and domain name:** additional cost, paid to web hosting and domain name vendors.

STOREFRONT CUSTOM CHARGES \$1,750

(payable to builder)

- **Included:** up to 6 regular pages, up to 30 products; includes set-up; original artwork; full logo development (if needed); custom design and layout; full page content development, searchability on main and sub level pages, payment gateway setup, first 30 days maintenance. \$75 for each additional page over 6. \$30 per additional product over 30
- **Not Included:** to be charged separately and/or additional - copyrighted stock photos, interactive calendar, any additional website plugins integrated into the basic site.
- **Hosting and domain name:** additional cost, paid to web hosting and domain name vendors.

Additional Charges, if applicable

POSSIBLE ADDITIONAL CHARGES

(payable to builder)

- Any work in addition to that listed above under 'included'
- Extensive original editorial
- Sponsored search results
- Video editing, major design revisions, business cards, letterhead, envelopes, interactive forms, and other accessories

MAINTENANCE CHARGES

(payable to builder)

- Website maintenance charges: \$30 per page touched
- On new web sites, maintenance charges will not apply until 30 days after original date of completion as determined by builder
- Certain restrictions may apply (see possible additional charges listed above).

Other Charges

OTHER CHARGES

(payable to third party)

- domain name: not included, responsibility of the owner
- web hosting: not included, responsibility of the owner

Searchability Disclosure

IMPORTANT: The searchability services provided by Hope Media Creative Design are based on built-in, permanent implementations to your site and the most commonly used search terms applicable to your site at time of original services rendered. Be advised that optimum search results rankings may take up to 4 to 6 months to fully establish, and search engine rankings will fluctuate slightly over time. Changes to your website become your property and responsibility, and effectiveness of original searchability features may be altered if your web site content is changed.

Timeline

PAYMENT TIMELINE

- 50% due to begin; 50% due at completion of site
- Any additional charges are due within 14 days of project completion (per written notice by builder)
- Future maintenance charges, if any, are due within 14 days of billing
- *NOTE: Builder reserves the right to dictate site availability in the case of non-payment*

COMPLETION TIMELINE

- Builder will make every effort to complete new web sites and redesigns within 45 days of date of contract
- Builder is not responsible for delays in content or information provided by owner
- If construction is not complete in 365 days, all fees and conditions are subject to change without notice

Signature

Today's Date

Your signature indicates you have read, understand, and agree to terms of this contract.

Amount Owed to begin agreement: \$

Amount Owed at completion of site: \$

PAYMENT OPTIONS (choose one)

- Emailed online invoice, payable with any credit card
 - date of contract begins when online invoice is paid
- Check
 - date of contract begins when check is delivered, not day it is written