



Alisa Lofgren
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AlisaWebs Terms of Contract

Dear Client,

Thank you for choosing **AlisaWebs** to design and/or manage your website.

The following agreement defines the terms and conditions of all website projects. Please keep a copy for your records and return a signed copy to me.

The cost estimates agreed upon by AlisaWebs and the Client are based on the requirements specified in the accepted proposal. Any change in the requirements or delays in communication will have a direct impact on the cost of the project.

AlisaWebs and the Client must work together to complete the web design project in a timely manner. We agree to work expeditiously to complete the web design project no later than 45 days after signing this contract.

All content for the web site is to be provided by the Client, unless agreed otherwise.

If some material is still missing after the website completion, the balance is due and the agreed material will be added later when available.

Payment of the base fee must be made as follows:

A 50% deposit of the estimated fee is required from the Client before any work begins. The balance is due upon the website's completion and client's satisfaction. Payment must be made within 2 weeks following receipt of invoice. While the Client's site is in development AlisaWebs owns the Copyright to all pages. Once the Client's site is completed and has paid the balance of the invoice, the copyrights are then transferred to the Client. The client will get a cd with all the website content,(instructions about hosting and domain renewal, if hosting with Startlogic) will be included.)

If accounts are not settled on the due date or AlisaWebs has not been contacted regarding the delay, access to the related website may be denied and web pages removed.

All services provided after the contract work has been completed, will be billed at the hourly rate of \$60 an hour. Hosting and domain maintenance are the client responsibility; it can be available for a fee of \$30 per renewal.

Sincerely,

Alisa Lofgren - AlisaWebs.com

ACCEPTED AND AGREED:

Client' Name: _____

Client's Signature: _____ Date: _____

Web Designer's Signature: _____ Date: _____