

## WEB SITE DEVELOPMENT AND PRODUCTION AGREEMENT

It is hereby understood and agreed that:

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herein after referred to as "Client" and **Dora M. Roberts** herein after referred to as "DR", do hereby enter into the following agreement:

This agreement is to hire DR to Review clients business and product information and develop a web site for the client to represent their product (Fan Lite curtain) with the capability to expand said website eventually. And to deliver said website in a timely manner.

**Concept Agreement:** The website will be constructed by DR per our signed "concept agreement" which acknowledges and forms a consensus of the websites design, intention and direction as noted on the worksheet.

As the development of the site progresses, other applications or art work, music, video, photo presentations may be added at DR's discretion and for your approval.

**Concept Viewing:** Once the basic design, colors, layout and content placement is ready for viewing on the actual web; the client will be notified and a presentation will be made for the clients' scrutiny.

At this time- the viewing consists only of the basics that make up the design. Some of the applications may not be displayed or working but will be noted by placement blocks, while most text content will only be suggestive and for placement of actual text submitted by the client. The finished art work and application set-ups will only be made once the concept is approved.

Client will have the opportunity to make changes to the design, font, content, photo placements, applications, basically any basic design changes that will be noted in writing, and another viewing will be scheduled until the concept is approved.

**Website Contents:** Once the concept is approved, it will be the clients responsibility to provide DR with all website content in a timely manner not to exceed **X**\_\_\_\_\_ weeks.

A brief outline of which documents you need to provide and which you may want to include will be supplied by DR. DR does not presume to know your product better than you, therefore; the client alone is ultimately responsible for the content on the site by virtue of approval. If any information is omitted or not provided, it cannot be included in the website.

**Concept or website editing:** Because content changes as more product information is provided by the client, or actual photos, or artwork is added to the pages, or an application is added, the client understands that the website site is virtually alive and growing and changing daily to accommodate the additions.

The client will not be able to monitor the changes daily, but will be notified by DR to request for a viewing of the site periodically, or as needed, to monitor the sites progress.

Once the concept is approved minor changes can still be made to design by client. All change request will be made and approved in writing.

**Final Approval:** Once the Final Approval has been made and final payment is received- the website will be posted to the clients 'Wix' account **but not published**, this honor is left to the client.

Once the website is in the clients account it becomes the total responsibility of the client. The complete site and its components are in the control of the client only! The website and all its components and artwork will be owned by the client alone as noted on the Final Approval Agreement.

### **Payment:**

In compensation for producing a web site as noted above DR has agreed to a total fee of \$\_\_\_\_\_ for the producing of a website as noted in the Concept agreement and includes a custom designed Company Name Logo.

To assemble the website as agreed to, at the time of this signing, that a deposit will be made in the amount of \$\_\_\_\_\_ with the understanding that this will authorize DR to produce the site up to the first viewing and design approval (Does not include content.)

Once the design has been approved, and 80% of content materials have been submitted, a good will payment of \$\_\_\_\_\_ will be paid by Client as confirmation to proceed with final application setups and inputting all information provided by the client.

Once the website is completed by DR the balance of \$\_\_\_\_\_ is due, in full, before the site will be transferred to clients' domain and control to be published at clients' discretion.

All changes, additions and amendments to this agreement must be made in writing and signed by all parties.

If any disputes arise from this agreement both parties will agree on a third party for arbitration and verdict, and for whose findings shall be deemed final.

It is agreed that the parties acknowledge that they have read and understand this agreement and voluntarily accept the duties and obligations set forth herein.

X

_____	_____
Client Signature	Date

_____	_____	_____	_____
Client Name	Company	Title	Date

X

_____	_____
Client Signature	Date

_____	_____	_____	_____
Client Name	Company	Title	Date

X

_____	_____	_____
Dora M. Roberts	Business Consultant & Website Development	Date