



Ehrler Computer Consulting

A division of 1091289 Alberta Ltd.

Terms and Conditions of Agreement

Thank you for choosing Ehrler Computer Consulting (ECC) to handle your website design. The following agreement spells out the terms and conditions of this project. Please keep a copy for your records and return a signed copy to your consultant.

Website design includes: initial half hour consultation, first month maintenance, seven step program for creation of website; three category pages, two normal pages per category page, company logo, ten internal page links, five external page links, ten pictures, and a request to put your website into the Google search engine (**please note:** Google cannot make any predictions or guarantees about when or if they will appear).

The base fee for the services describe above is \$399.95 + GST. Additional pages/features/links required for the website will be billed accordingly (see Rate Sheet for more details). You may learn to maintain your own website (rate to be discussed), or a website maintenance fee can be billed to you monthly, quarterly, semi-annually, or yearly (please see Website Maintenance Program for more details in Step 6 & 7 of your seven step program), requests for maintenance/updates are to be made via email every Thursday, updates to your website will be completed within 24 hours of receiving your email; you will receive an email stating your updates have been completed.

Any and all account usernames and passwords set-up (domain name, hosting, etc.) on your behalf, by your consultant, will be forwarded to you; your consultant will be named as the administrator on those accounts and will, upon your request, make any necessary changes. You agree to provide your consultant with any user names and passwords already set-up for your domain name and hosting account(s) for changing DNS (domain name server) and uploading purposes.

Out-of-pocket expenses, such as long-distance telephone calls, fax charges, and out-of-town travel incurred in connection with the project will be invoiced to you in an itemized fashion upon completion of website.

Payment of the base fee will be made as follows: full amount of the above-mentioned base fee plus domain name and hosting costs (if applicable) are due upon commencement of work, additional pages/features/links (if applicable) will be invoiced to you in an itemized fashion and are due upon completion of website. All cheques are payable to 1091289 Alberta Ltd.

Important Note: You, the Client, agree to submit all information you want on your website to your consultant within 7 to 10 days of signing this agreement.

Sincerely,

Nicky Ehrler, Consultant
Ehrler Computer Consulting