

TrimVentures Web Design Contract

Client Information:

Company / Client _____

Phone _____ FAX _____

Client Contact Person's Name _____

Address _____

City _____ State _____ Zip _____

E-mail address _____

Present Domain Name (if any): _____

User Name _____ Password _____

Authorization: The above-named Client (hereinafter referred to as "Client") is engaging TrimVentures Web Design, as an independent contractor for the specific purpose of designing a World Wide Web site (herein after referred to as "Web Design Project ") to be published on the Client's account. The Client hereby authorizes TrimVentures to access this account, and authorizes the Hosting Service with RWP Computers to provide TrimVentures and its designer, Heather Trim, with "full access" to the Client's account, and any other programs needed for this Project.

Web Design Contract Components:

- Textual Content:** Textual content will be supplied by Client whether in computer document form or handwritten.
- Photographs:** Photographs will be supplied by Client in digital or print format. Client may elect to purchase stock photographs to be used on the website for additional cost.
- Graphical Content:** Each page to contain company logo if desired by Client. Logo is to be provided by Client. Client may elect to hire TrimVentures to design a logo outside of this contract. Other graphics can include custom designed navigation, buttons, lines, bullets, and rollovers.
- Links:** TrimVentures will add links to external sites and pages when appropriate, at the request of the client.
- Draft Approval:** TrimVentures will prepare a draft layout containing proposed custom designed graphics. A maximum of three revisions to the draft layout will be included at no extra cost to create the look and feel that is desired.

Web Site Maintenance: This agreement allows for minor web site maintenance to pages for 3 months following the completion of your web site, including updating links and making minor changes to a sentence or paragraph. It does not include replacing nearly all the text from a page with new text, major page reconstruction, new pages, guestbooks, discussion webs, navigation structure changes, repairs of attempted updates by Client. This service is available from the date the Client's web site is available to be published to Client's hosting service. Major page code and/or graphics changes and additions will be charged at the hourly rates unless otherwise agreed upon.

Copyrights and Trademarks. The client represents to TrimVentures and unconditionally guarantees that any elements of text, graphics, photos, designs, trademarks, or other artwork furnished to TrimVentures for inclusion in web pages are owned by the client, or that the client has permission from the rightful owner to use each of these elements, and will hold harmless, protect, and defend TrimVentures and its subcontractors from any claim or suit arising from the use of such elements furnished by the client.

Copyright to Web Pages. Copyright to the finished assembled work of web pages produced by TrimVentures is owned by TrimVentures Media. Upon final payment of this contract, the client is assigned rights to use as a website the design, graphics, and text contained in the finished assembled website. Rights to photos, graphics, source code, work-up files, and computer programs are specifically not transferred to the client, and remain the property of their respective owners. TrimVentures retain the right to display graphics and other web design elements as examples of their work in their respective portfolios.

Completion Date: TrimVentures 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 30 days after Client has submitted **all necessary materials**. The final web site design project will be published to the Client's hosting service upon receipt of final payment.

Hosting: The client already has a paid hosting account and allows TrimVentures full access to the Client's hosting account via FTP (File Transfer Protocol).

User Name: _____ Password: _____

*If the client does not already have a hosting account or domain names, TrimVentures will purchase them at an additional cost to the client.

Pricing Details:

Home Page: _____

*Includes email set up and 3 months maintenance

____ Additional Pages: _____

Hosting (1 Year): _____

Domain Name (1 Year): _____

Total: _____

Payment Schedule: Package Price, shall be completed for _____. The Client agrees to pay to TrimVentures a deposit of _____ (normally, 50% of the estimated total cost) upon execution of this agreement. Final payment of _____ is due prior to full publication of the Web Site Design Project.

The undersigned hereby agree to the terms, conditions and stipulations of this agreement on behalf of his or her organization or business.

On behalf of the Client (authorized signature):

_____ Date _____

TrimVentures Media

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