

Online
Flash Flip Books

gojeannie

PPT 2 DVD

WEDDINGS
MEMORIAL SERVICES
FAMILY PHOTOS
INFO PRESENTATIONS

PPT 2 FLASH

ONLINE PRESENTATIONS

MICROSOFT
EXPRESSION WEB 4
DYNAMIC-STATIC
WEB SITES & E-COMMERCE
MAINTAINANCE
FLASH ON REQUEST

Graphic Design
Brochures

Dedicated to creating
affordable, high-quality
designs that will promote
your small business with
simplicity and style.

Our focus is a creative,
tasteful approach to
graphic design that will
enhance your company's
visibility.

Jeannie Jordan
Goodyear, Arizona

office@gojeannie.com
jeanniejordan@msn.com

Phone: 623-234-4789
Fax: 623-234-4789
Mobile: 602-451-4771

gojeannie Website Design

STANDARD CONTRACT

This Contract Agreement is made this _____ day of _____ (month), 20__ (year), between

Name:

Business Name ("Client"):

Having its principal place of business at:

Address:

City:

State:

Zip:

Phone:

Fax:

Email:

And gojeannie Website Design having its principal place of business in:

Goodyear, Arizona
Email: office@gojeannie.com

In consideration of Client retaining gojeannie to design or redesign, and/or build and/or maintain a website for Client, it is agreed as follows:

1. Compensation and Term

The above named Client retains gojeannie, and gojeannie agrees to perform the following services: designing or redesigning, and/or building, and/or maintaining a website for Client according to *specifications agreed upon, and detailed at the bottom of this contract, between gojeannie and Client.

Term shall be until the agreed upon website work in completed within the time frame specified.

Date to begin work:

Date work is to be completed:

Client is solely responsible for supplying website content, authoring, organization, images in file format unless gojeannie is hired specifically for this purpose and it is stated in the agreed upon specifications. If all text and graphics necessary to complete the work are not received by gojeannie within 30 days from the date of contract the balance of payment may become due and payable upon request. Any products or services not specified in this contract are not required of gojeannie.

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The following fees shall apply:

A fee in the amount of \$ _____ to complete the agreed upon work 50% of said fee is due after initial consultation and before work is begun. The remaining 50% shall be due and payable when work is completed and shall be received before website is uploaded to it's final destination. This fee does not include: the cost of domain registration, hosting set up fee, hosting, merchant account, secure online authorization or shopping cart.

Maintenance, if included in this contract, shall be on a monthly basis, with a minimum of \$25 in any month where updating is necessary. Fees will be assessed on an hourly basis at \$75/hr. No fee will be charged in a month where no updating is necessary. Search engine optimization, beyond the basic submission included herein shall be contracted on the same basis as maintenance.

gojeannie agrees to complete this project within the estimated budget, unless client requires additional work or services not agreed upon, or if client requires multiple design drafts or repeated changes which would significantly increase work required of gojeannie. gojeannie will not charge any fees in addition to those specified in this contract without first consulting the client and reaching an agreement regarding this. If it becomes necessary for gojeannie to bring legal action to collect any sums due under this Agreement, it shall be entitled to collect, in addition to all damages, its costs of collection, including reasonable attorney's fees.

This Agreement shall commence on the date stated above, and shall remain in effect until all obligations under this Agreement have been properly completed.

2. Warranties by gojeannie

gojeannie represents and warrants to Client that it has the experience and ability to perform the services required by this Agreement; that it will perform said services in a professional and competent manner; that it has the power to enter into and perform this Agreement; . However, Client will not determine or exercise control as to general procedures, formats or sub-contracting necessary to have these services meet Client's satisfaction.

3. Independent Contractor

gojeannie acknowledges that the services rendered under this Agreement shall be solely as an independent contractor. It is expressly understood that this undertaking is not a joint venture. gojeannie will not work with third party administrators in any way. If you have a third party administrator please let us know before we undertake the contact with you. We have sole control over content, upload and server preferences. Please acknowledge by signing your name here _____.

4. Confidentiality

gojeannie recognizes and acknowledges that this Agreement creates a confidential relationship between gojeannie and Client and that information concerning Client's business affairs, customers, vendors, finances, properties, methods of operation, computer programs, and documentation, and other such information, whether written, oral, or otherwise, is confidential in nature. All such information concerning Client is hereinafter collectively referred to as "Confidential Information."

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5. Non-Disclosure

gojeannie Associates agrees that, except as directed by Client, it will not at any time during or after the term of this Agreement disclose any Confidential Information to any person whatsoever and that upon the termination of this Agreement it will turn over the Client all documents, papers, and other matter in its possession or control that relate to Client.

6. Grant

Client agrees that copyrights to gojeannie's work product produced in the performance of this Agreement shall remain the exclusive property of gojeannie, and that it will not sell, transfer, publish, disclose or otherwise make the work product available to third parties without gojeannie's prior written consent. Any rights granted to Client under this Agreement shall not affect gojeannie's exclusive ownership of the work copyright.

7. gojeannie agrees to design, build, install, and/or maintain a website for Client according to agreed upon specifications below, including validated HTML, link check, custom graphics, header or logo as specified, all pages and links necessary to display products and/or services of client. gojeannie shall also prepare the site for search engine submission, which shall include analysis of text for keyword content, alt tags for images, preparation and installation of keyword and content meta tags, and submission to the major free submission search engines. Presently we submit to:

| Google (Fee Possible) | Yahoo (Fee Possible) | MSN (Fee Possible) |
|-----------------------|----------------------|--------------------|
| Jayde | Exactseek | Burf |
| Search-O-Rama | Cipinet | InfoTiger |
| Anfibi | Marketing | TowerSearch |
| Abacho | Aesop | FreeEmail |
| Find | WebSquash | Mixcat |
| Igwanna | Beamed | SearchEngine |

gojeannie does not guarantee listings on search engines as they alone determine who they will list and who they will not. gojeannie will provide two months of minor changes and/or updates and up to two hours of consultation. This work shall be completed for the above stated fee.

To maintain our portfolio credentials, and the integrity of any applicable copyrights, gojeannie shall be entitled to place an unobtrusive credit with a hypertext link ("Web Site Design by...") in the footer on each page of the web site. gojeannie is also entitled to reproduce samples of Client's web site in our portfolio and in any marketing materials.

gojeannie works in Microsoft Expression Web 4 or a similar program depending on what your needs are. We create Static and Dynamic Sites. On request we will create Flash sites. We use templates at times; and will create a domain name if needed and your hosting as we see fit. This could be and not limited to IIS 6.0 or IIS 7.0 on a domain and hosting company (will be discussed). gojeannie *will not* use free open source sites such as Mambo or use Joomla. If you agree to these terms please sign here

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Once you have approved your site which you will be able to view on gojeannie a email must be sent by you (customer) giving approval to have the site go live on the internet. Please initial here _____ stating you understand that an email must be sent to

office@gojeannie.com verifying that you have approved the site and want the site to go live on the internet. Without approval and all payments or fee paid your site will not be uploaded to the internet.

*Specifications agreed upon

To be stated on an individual basis:

IN WITNESS WHEREOF, Client and gojeannie have duly executed this Agreement as of the day and year first above written.

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Client: _____

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Holiday Special's on gojeannie.com

Holiday specials are intended to give the client a great deal that requires full payment of services up front.

Holiday specials only include said offer and no more. Please refer to the offer and make sure you understand exactly what you are paying for.

2011 Christmas Special is as follows:

Dynamic 5 page Website
2 Forms (your choice)
Domain and Hosting for 1 year (godaddy.com)
Emails (asp.NET or PHP)

This is a \$680.00 Christmas Special. Domain and Hosting will be done with godaddy.com.

This price is for domain and hosting on godaddy only. If you choose to use another hosting company the domain and hosting becomes the clients responsibility and the \$680.00 becomes the holiday special fee for website development. You are still saving way over half the normal amount \$1,680.00.

If the hosting is done with another company the client is responsible for giving information to the webmaster; ftp user name and password. E-mail user name and password.

!Images and Text will be provided by the client!

Extra Fees:

\$25.00 in the month which work is done - \$75.00 per hour for work done.

This includes: Webmaster creating verbiage or webmaster creating imaging.

Set yourself apart with a favicon for your site! Favicon Fee: \$75.00

A favicon (short for favorites icon), also known as a shortcut icon, website icon, URL icon, or bookmark icon is a file containing one or more small icons, most commonly 16x16 pixels, associated with a particular website or webpage. A web designer can create such an icon and install it into a website (or webpage) by several means, and graphical web browsers will then make use of it. Browsers that provide favicon support typically display a page's favicon in the browser's address bar and next to the page's name in a list of bookmarks. This process can take two days to two weeks to become visible to others.

Thank you for your business,

Jeannie Jordan

When your website needs to perform!
www.gojeannie.com