

# WEB DESYNE CONTRACT

THE HIGHTOWER ARTISTS GROUP, INC.

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<http://www.webdesyne.com>

<b>Date:</b>	
<b>Project:</b>	Web Design for ...
<b>Client:</b>	
<b>Contact:</b>	

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**Suwanee, October 1, 2002**

### **1. Project description**

Development of a \_\_\_\_ page web site with a Flash intro. There will be a graphical header incorporated with the logo at the top, just above the drop-down DHTML menus. The following categories will be present in the menus...

### **2. Scope of webmaster's mandate**

As described in the section entitled "work phases," the webmaster will be in charge of developing concepts satisfying the aforementioned purpose. She will participate in the evaluation process and in the choice of the final design. She will then be responsible for the realization of this final idea.

All company specific images and text required for the site will be provided by the client, and custom design graphics created by the webmaster.

#### **2.1. Specifics**

A discussion with \_\_\_\_\_ clarified all aspects of our mandate with this project at the meeting on \_\_\_\_\_.

### **3. Work phases**

#### **3.1. Phase A: Familiarization**

The goal of this phase is to allow all project participants to share their respective knowledge, opinions and research and identify directions. This aspect was fulfilled at the \_\_\_\_\_ meeting.

#### **3.2. Phase B : Concepts development**

Once the necessary information, content and image assets are provided and a clear direction is established, the web designer will design and publish to the server a homepage and a version of the subpages for final approval. Frequent evaluations will be made so as to pinpoint the principal characteristics of a final concept. After approval, the remaining pages will be completed.

#### **3.3. Phase C : Optimization and tweaking**

The web designer will make the web site appear as identical as possible for the two main internet browsers i.e. Netscape Communicator, Microsoft Explorer for versions 4 and above. The site will also be optimized for a screen resolution of 800 x 600, the standard for internet sites. It is understood that the DHTML drop-down menus will only work with 4.0 browsers and above.

### **3.4. Phase D : Future modifications**

We can provide our services for any future webmaster need you might have. Our hourly rate to churches is \$35.00/hr. Many clients prefer to put us on retainer for a set number of hours per week.

All modifications done after the web site is completed will require a new agreement.

## **4. Budget**

### **4.1. Professional fees**

Our page rate is \$300.00 per web page. The Scrolling Java Applet is \$600.00 for the license and programming cost. This secures a life-time site license for the domain (\_\_\_\_\_) An additional site license for the parked domains (\_\_\_\_\_) cost is \$40.00 for a life-time license. Flash animation is \$75.00/hr. An estimated \_\_\_\_ hours will be required for the Flash intro. (\$000.00) A final adjustment of this estimated sum will be made on the final invoice. A total sum of \$\_\_\_\_\_ was agreed upon from both The Hightower Artists Group, Inc. and \_\_\_\_\_.

## **5. General conditions**

### **5.1. Billing**

To secure the site license, the Java applets are payable in advance. The total of \$\_\_\_\_\_ will be billed in two amounts: \$\_\_\_\_\_ when the project is started (see engagement fee below) and the remaining \$\_\_\_\_\_ when phase C is completed. All fees are payable to The Hightower Artists Group, Inc. and will be due upon receipt of the final invoice at completion.

### **5.2. Engagement fee**

An initial amount equivalent to one half of the estimated total of \$\_\_\_\_\_, i.e. (amount), including the cost of the licenses for the Java Applet in the amount of (\$\_\_\_\_\_) will be paid to the designer and be sent with the present document signed.

### **5.3. Rights on web design**

All rights to concepts and designs remain the property of the designer until completion of the project. Once finished and all professional fees paid, all rights are transferred to the client without restriction, however, only at 72 dpi resolution (internet standard). These files are not suitable for professional printing, such as brochures, logos, or business cards. All files and images are also provided on CD to the client. The designer will reserve the right to use this site for his own promotion as web site designer. An internet link leading to the your web site will be added on The Hightower Artists Group's web site in the "portfolio" area.

**5.4. Suspension of project**

If, for any reason, the project is stopped, the designer shall be paid the full contract amount.

**5.5. Modifications and additional expenses**

If the mandate, as described in the present document, were to be modified, all additional web design work will be charged in supplement to the established budget and at the hourly rate of \$50.00 per hour. All additional expenses due to a project modification will be the client's responsibility, with the client's approbation.

**5.6. Exclusivity clause**

The client declares that no other designer is presently working on the web site project and that in case another designer has worked on this project in the past, the contract with that designer was terminated in due form.

The designer will respect the confidential nature of any information, strategy and/or policy the client will present as such. This confidentiality agreement began with the first exchange of words about this project and will end ninety (90) days after its completion.

**6. Agreement**

**6.1. Signatures**

Agreement signed in \_\_\_\_\_, on \_\_\_\_\_ 2001

Between:

\_\_\_\_\_, Authorized Signature  
Company Name

and

\_\_\_\_\_, President  
The Hightower Artists Group, Inc.