



Richard Consulting
phone: (360) 320-0777
toll free: (877) 236-2499
fax: (425) 645-8140
sales@rcbizdev.com

Agreement for Website Maintenance

For: CLIENTS NAME
CLIENTS CONTACT INFORMATION

PAYMENT ARRANGEMENTS

1. Richard Consulting, referred to here as "Firm", will perform web development and web maintenance for the individual or corporation named above, referred to in this document as "Client".
2. Work will be carried out by Firm as requested by Client and billed on an hourly basis. Firm will maintain a log of hours worked and area of project worked upon. Firm will invoice Client for actual hours worked monthly; terms are net 15 days.
3. Payment will be made payable to Island Internet Presence Consulting, LLC. Island Internet Presence Consulting is doing business as (dba) Richard Consulting.
4. As of the date of this agreement, hourly fees are as follows:
 - a. for all web development work- \$49/hour,
 - b. Graphic design work -\$65/hour,
 - c. general research to at the Clients request \$49/hour,
 - d. Desk Top Publishing - \$35/hour,Hourly rate is subject to change with 30 days written notice.
5. Firm may use qualified subcontractors under our supervision for any or all work.

OTHER LEGAL AGREEMENTS

6. Firm will maintain the confidentiality of Client's source materials, technical and marketing plans and all other sensitive information.
7. Firm and Client agree that any dispute arising out of this Agreement shall first be resolved by mediation, if possible. This contract was entered into in Island County, Washington, and any necessary arbitration or litigation will take place in Island County, WA.
8. Copyright to existing web documents held by other parties shall not be changed, even though altered by Firm, unless by specific agreement.
9. Upon full payment of all invoices due, copyright to page designs produced by Firm for Client shall belong to Client. Secondary materials created by Firm during production, including drafts, plans, graphic source files, and templates, remain the sole property of Firm unless other arrangements are made.

10. Client is solely responsible for the editorial content of the material included on its website. Accordingly, Client agrees that it will defend and indemnify (hold harmless) Firm from any suit, demand, or claim resulting from the editorial content of the website.
11. Client represents to Firm and unconditionally guarantees that any elements of text, graphics, photos, designs, trademarks, or other artwork furnished to Firm for inclusion in Client's web site are owned by Client, or that Client has permission from the rightful owner to use each of these elements, and will hold harmless, protect and defend Firm and its subcontractors from any claim or suit arising from the use of such elements furnished by the Client. Firm will not be liable to Client or to any third party for any damages arising from use of web site.
12. If any provision of this agreement shall be unlawful, void, or for any reason unenforceable, then that provision shall be deemed severable from this agreement and shall not affect the validity and enforceability of any remaining provisions.

Firm is doing business as Richard Consulting and is registered in the State of Washington as Island Internet Presence Services, LLC. *UBI ID 602 729 504.*

Firm

Date

Client

Date

