

# Web Design Maintenance Agreement

Individual Care Package for Your Website(s)

Send to [info@shorescanada.com](mailto:info@shorescanada.com)



## About This Agreement

This agreement between

### Client

Name (Company, Organization or Person)

First Name

Last Name

Address

Phone

E-Mail

and

### Service Provider

Shores Canada Ltd.

Name (Company, Organization or Person)

12503-131 Avenue NW, Edmonton, AB, T5L 3N3 Canada

Address

+1 (780) 474 8083

info@shorescanada.com

Phone

E-Mail

is for the purpose of web design maintenance for the website(s) located at

Domain 1

Domain 2

Domain 3

Domain 4

Domain 5

All websites must be hosted on the same web hosting account.

## Authorization

The Client hereby authorizes the Service Provider to access their web hosting account with

FTP Host

FTP Username

FTP Password

## Term

The term agreed upon for this maintenance agreement is:

per month  per quarter

per 6 months  per year

## Payments

This agreement includes an hourly web design maintenance of up to

\_\_\_\_\_ hours.

Exceeding hours will be charged at the regular hourly rate as defined in the section "Scope of Work".

The Client will be invoiced for the term specified below in advance, and the term of this agreement will start with the date of payment. The agreed compensation for the term is

CAD \_\_\_\_\_.

## Scope of Work

Server Maintenance

includes administration of web server and hosting account as needed, and software platform updates in this interval:

per quarter  per 6 months  per year

Content Updates

includes the creation of new textual and/or image content on existing pages of the Client's website. Existing contents may also be edited or revised based on the Client's request.

Client can submit up to 1 blog article for publication.

Changes on existing pages are not covered by this agreement, if the change exceeds 50% of the content on any single page of the website. Also excluded are structural changes such as website redesign, re-alignment or re-development.

Journal Updates

includes publication of blog articles containing news or events as instructed by the Client. The Client blogs:

every 6 months  once a quarter  once a month  
 every 2nd week  once a week

Publication Service

includes copywriting, publication of blog articles, announcement on social media, and search engine submission.

Search Engine Submission Service

includes the submission of blog article links to search engines (Google, Bing). When Client publishes an article, the Service Provider needs to be informed to provide the service.

Changes not covered with the maintenance agreement will be charged extra to the regular hourly rate of

CAD \_\_\_\_\_ / hour.

The scope of work is further specified in the following addendum:

no addendum

\_\_\_\_\_

## Additional Services

Any additional service requests not specified in this agreement will require separate agreement and payment. The Service Provider shall advise the Client on any requested work which is considered as additional service.

## Assignment

For this agreement the terms and conditions for web design services of Shores Canada Ltd. apply. You can access and download these terms at [www.shorescanada.com/support/webdesign](http://www.shorescanada.com/support/webdesign).

I confirm with my signature that I am aware of and accept these terms and conditions. Please accept this maintenance agreement.

### Agreed to and accepted

Date \_\_\_\_\_

Full Name (print) \_\_\_\_\_

Signature \_\_\_\_\_

Shores Canada Ltd.

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