



Today's Date
Quote Number: xxxx

Agreement between Acorn Digital Marketing and Your Business or Nonprofit

Summary

We will always do our best to fulfill your needs and meet your goals, but sometimes it is best to have a few simple things written down. That way, we both know what, who should do what, and what happens if things go wrong is. In this contract, you won't find complicated legal terms or significant passages of unreadable text. We have no desire to trick you into signing something that you might later regret. We do want what's best for the safety of both parties, now and in the future.

In short

You are hiring Acorn Digital Marketing with a mailing address of P.O. Box 433 Barnstable, MA 02630, to redesign a new website built on the WordPress platform for a price no less than XXX and no more than XXX. The design and content are based on our email communications between XXX to XXX and outlined in the details of the work section below. Any additional work will incur a charge of \$95 per hour. The agreed payment plan is at the end of this document.

What do both parties agree to do?

As our customer, you have the power and ability to enter into this contract on behalf of your company or organization. You agree to provide us with everything that we need to complete the project, including text, images, and other information as and when we need it and in the format that we ask for. You agree to review our work, provide feedback, and sign-off approval promptly.

We have the experience and ability to perform the services you need from us, and we will carry them out in a professional and timely manner. Along the way, we will endeavor to meet all the deadlines set, but we can't be responsible for a missed launch date or a deadline if you have been late in supplying materials or have not approved or signed off our work on time at any stage. On top of this, we will also maintain the confidentiality of any information that you give us.

Details of the Work

We will create a website for your nonprofit and copy the content from your existing website, or you can provide new content for the website. This project will include the following pages: home, products or services, about, faq section, social media links, and contact info with a contact form to reduce spam. All images will be compressed and optimized to improve website load time. You will provide any new content to add to the website. Our hourly rate will apply to any copywriting or editing of your text content. We will install and configure Google Analytics for you.

Legal Stuff

If any provision of this agreement shall be unlawful, void, or for any reason was unenforceable. That provision shall be deemed severable from this agreement and shall not affect the validity and enforceability of any remaining provisions.

Copyrights

You guarantee to us that any elements of text, graphics, photos, designs, trademarks, or other artwork that you provide us for inclusion in the logo are either owned by your good self's or that you have permission to use them.

When we receive your payment to date, copyright is automatically assigned as follows:

You own the graphics and other visual elements that we create for you for this project. We will give you a copy of all the files. It would help if you stored them safely as we are not required to keep them or provide any native source files that we used in making them.

We love to show off our work and share what we have learned with other people, so we also reserve the right to display and link to your completed project as part of our portfolio and to write about the project on websites, in magazine articles, and books about design.

Web Hosting/Support Plans

Acorn Digital Marketing provides the following web hosting/support plans for its clients. Payment for your preferred plan, if paid annually, is due in full before your website goes live.

Acorn Digital Web Site Hosting and Wordpress Care Package - \$39.95/month billed yearly or \$49.95/month billed monthly. Includes the WordPress Care Package plus web hosting.

Acorn Digital WordPress Care Package - \$29.95/month billed yearly or \$39.95/month billed monthly.

Detailed information is available at <https://acorndigitalmarketing.com/maintenance-packages/>

Add Ons

Instant SSL Certificate - \$99 per year

Custom Blog Section - \$300 one time charge

Delivery Schedule

Upon receipt of deposit for the project or as directed by Yarmouth Food Pantry, we will begin the following delivery schedule:

Stage 1 - Within 10 business days of receipt of deposit:
Create two different website mockup designs for review.

Stage 2 - Within 15 business days of approved mock up design (Stage 1):
Create the website pages, elements, and create the content as described in the details of the work section.

Stage 3 -Within 5 business days of approved content (Stage 2):

Delivery of final design and content.

Payments

We are sure you understand how important it is as a small business that you pay the invoices that we send you promptly. As we're also sure you'll want to stay friends, you agree to stick tight to the following payment schedule, which will be as follows but may be revised based on further conversations between us.

50% deposit to start the project.

Final payment for design plus web hosting/WordPress support plan is due upon approval of the website.

But where is all the horrible small print?

Just like a parking ticket, you cannot transfer this contract to anyone else without our permission. This contract stays in place and need not be renewed. If, for some reason, one part of this contract becomes invalid or unenforceable, the remaining parts of it remain in place.

Although the language is simple in this contract, the intentions are serious. This contract is a legal document under exclusive jurisdiction of the Commonwealth of Massachusetts courts.

Everyone should sign below and keep a copy for their own records.

Acorn Digital Marketing

By, _____

Eric Grossman

_____ Date

Your Business or Nonprofit Name

By, _____

xxxxxxx

_____ Date