



I, The Client, agree that I am contracting Ashleigh Hopping to create a website for me. I understand that my website will be created on the date I book via [www.byashleigh.com](http://www.byashleigh.com).

I understand that my booking date will only be secured upon paying the start-up fee and submitting all website content.

### **INCLUSIONS**

Ashleigh will use the content The Client has submitted to create a unique website for the purpose of promoting The Client's business. The Client will choose their preferred design upon booking and will be entitled to previewing their website before it goes live.

The monthly payments cover intellectual property and hosting fees.

### **LICENSING**

The Client will be entitled to direct traffic to their website for promotional purposes. The Client is allowed to request revisions under a separate agreement.

The Client will own their website after paying the start-up fee and 12 monthly payments. Once this is complete, Ashleigh will transfer website ownership to the Client. The Client will be responsible for paying for website and URL hosting with Wix from this time.

### **REVISIONS**

The Client may book further time in Ashleigh's design calendar for additions, updates, and any other changes they may require. The Client can make their own revisions when they fully own their website, but Ashleigh will remain available to help for an hourly fee should The Client feel they need professional help.

### **MONTHLY FEES**

I, The Client, agree to present Ashleigh with card details so that I can automatically be charged each month for 12 months. I understand that my card details will be completely encrypted and protected as aligned with Australian legal practices. I understand that failing to provide card details for automatic charges each month means my website will not go live without refund of start-up fees.

### **CANCELLATION POLICY**

Start-up fee payment is non-refundable because it reserves time exclusively for The Client in Ashleigh's design calendar, which means no-one else may book during this time.

I, The Client, understand that I am entitled to cancelling my monthly payments at any time with 30 days of notice. I understand that if I cancel my monthly payments, my website will no longer be available. I understand that I will only own my website upon paying all 12 monthly instalments.

### **CONTENT SUBMISSION**

I, The Client, agree that all of the content I have submitted using this form is presented the way I want it on my website. I understand that any content submitted after 9am on the date of my website build can only be added to my website as additional hours under a new agreement. I understand that if I need help writing or collating content, I may contact Ashleigh for assistance but this contract does not cover content creation or writing.

I agree that I have submitted font, logo, and colour choices.

### **RESPONSIBILITIES AND CONFIDENTIALITY**

Ashleigh Hopping agrees to:

Provide design work on the booked date.

Should something come up that means Ashleigh is unable to work on this day, Ashleigh agrees to provide notice to The Client and provide a reasonable alternative booking.

The Client agrees to:

Provide all content for the website within this booking form.

Keep Ashleigh's design process and systems confidential from third parties.

Behave in a respectful way to Ashleigh Hopping and anyone part of the By Ashleigh team. Any behaviour that is presented to be disrespectful or inappropriate towards Ashleigh Hopping or anyone who is part of the By Ashleigh team gives Ashleigh the right to terminate the working relationship without notice and without refunds.

By ticking the box on the submission form, I agree to the above terms and conditions.