

PRIVATE AND CONFIDENTIAL

Conducting the Transactional Processes, Terms and Arrangements

[a] The terms "us", and "our company" refers to WebDev GO.

[b] The terms "client", "clients", "them", "they" hereby refers to the clients of WebDev GO, or new sign-ups for WebDev GO's provision of web development or other work to said entities.

[c] **Work on any project begins ONLY once initial payment is made to us.** This initial payment may represent the full amount for the project, up to half of the full payment, or, any portion of an amount as stated in any form of written communications regarding the project. Your initial deposit is non-refundable for a figure that amounts to a half of the total project's cost.

[d] **A Receipt** will be provided to our clients as soon as *any form* of payment is made to us (typically within 2 working days).

[e] **Additional Costs** may be added during the course of the project if additional work is then requested by the client. These additional costs are normally to be paid out at the project's end. There are times where a clients' company/business policies dictate the delay of payments that exceeds a set monetary threshold. This delay usually lasts for a period spanning several working days. If this is the case then it **MUST BE CONVEYED CLEARLY** to us up-front, or in reasonably good timing, and should not be carried across in a manner that is vague or suggestively implied.

[f] **If, after 7 working days of the website's completion no final payment is made, AND no explicit indication is communicated by the client of an agreeable final payment date,** then the client's website will be disabled, to allow for the payment to be made out.

[g] **There is a mandatory Migratory Service Cost** for packaging the content of your website and making this available to you for your exit away from our services, which costs USD \$100. This includes the domain name, files and any attached databases for the website.