

AGREEMENT

Waterburyvt.com Business Web Page

Waterbury Community Development Committee (WCDC), operating under a Charter issued by the Municipality of Waterbury, VT and _____ (owner) of _____ (business located in the 05676 or 05677 zip code areas) enter into an agreement to develop and host a business web page for a 12-month period: June 1, '05 to July 31, '06.

WHEREAS Waterbury's Business, Community & Municipal Web site is a professional, well-organized and maintained web site created by WCDC. As a service to the Waterbury business community WCDC will develop and host for an affordable flat-fee a single web page per business

WHEREAS, _____ (Owner) operates a business within the 05676 or 05677 zip code and wished to purchase a website on the website WaterburyVT.com

AND WHEREAS, the Parties recognize the mutual benefits to be conferred on them by entering into an arrangement on the terms set forth herein,

NOW THEREFORE, in consideration of the mutual promises herein, the Parties agree as follows:

Services & Fees

The waterburyvt.com web site is highly indexed in the search engines and this will support local businesses by providing web presence that they don't have currently. The Services and Fees include:

- WCDC and its contractors will build a single-page describing the business and this may include text and pictures.
- This page will be static—not changed—throughout the duration of the one-year period.
- The page will be hosted on the same server as waterburyvt.com.
- The page will be accessible via a URL that is part of waterburyvt.com and also by a link through the waterburyvt.com business directory.
- The page creation and 12-month hosting are offered for a flat fee of \$125.
- Changes to the business web page, after the initial creation, can be made for an additional fee of \$60 per hour, billed in 15-minute increments.

Web Page Setup, Review and Posting

- The business owner must complete the attached sheets of information and include any sketches or other materials that can be used by the web developer in creating a web page that supports the business brand and existing identity.
- The web developer creates a web page and will send an email requesting review, changes.
- After review and final approved changes, the business owner will email acceptance of the web page as it stands.
- This accepted web page will be posted and the URL will be sent to the business owner and a link will be added to the business information in the waterburyvt.com Business Directory.
- To keep maintenance manageable, we are offering a 12-month period of development and hosting. The program will be evaluated and will expand if it works well.

Changes to the Business Web Page

Just as a printed brochure lasts for a year, we expect the web page to serve a Waterbury business very well without needing ongoing updates. With that said, business information can change and the flexibility of the web allows for updates. WCDC will continue to pay for edits to the web site and businesses will pay for any changes to their web page, as requested.

- Changes to a business web page are requested by submitting an email request to wcdc@waterburyvt.com.
- Changes to the existing page will be made within 1-2 business days.
- A bill for actual time worked, billed in 15-minute increments, at the rate of \$60/hr will be emailed to the business owner.
- Prompt payment within 20 days is required.

ACKNOWLEDGED AND ACCEPTED:

OWNER: _____

WCDC
WATERBURY COMMUNITY DEVELOPMENT COMMITTEE

NAME: _____

NAME: _____

TITLE: _____

TITLE: _____

Your Business

waterburyvt.com Business Web Page

Business Name:

- Logo:** Have a printed logo only need a digital logo
 Can supply a digital copy of my logo

Colors/Graphics:

- Have some that represent my business.
Please specify what there are and note PMS colors if you have them:

- Please use design expertise and suggest some for me

Pictures:

- Have some that I think will work well and these are:
(please note any printed or digital photos you'd like us to use)

Text:

You need to supply text for the web page. You can provide written copy or a digital file. We prefer digital, though will help you if you don't have your information in a computer format.

Layout:

Use the attached sheet to note any preferences for where and how things will be laid out on the web page. All of your information will be assembled on one web page and a viewer will be able to scroll down if it doesn't fit on one screen. Imagine it as a long page.

If you need assistance with any of this.
Please email wcdc@waterburyvt.com or telephone Missy Parks at 244-6281.
