



MAILING ADDRESS

Maine Web FX
P.O. Box 333
Saco, ME 04072

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PHYSICAL ADDRESS

Maine Web FX
3 Goosefare Lane
Saco, ME 04072

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PHONE / FAX

Toll Free 1.877.399.3239
Telephone 207-730-3823
Facsimile 207-571-9620
jsokolich@mainewebfx.com

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WEBSITES

Maine Web FX
www.mainewebfx.com

Beachside Designs Inc.

www.beachsidedesignsinc.com

Newspaper Web Design

www.newspaperwebdesign.com

Client Support Site

www.mainely.us

Demonstration Site

demo.mainely.us

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E-MAIL

General Information
info@mainewebfx.com

Billing & Bookkeeping

billing@mainewebfx.com

Client Web Pages

webmaster@mainewebfx.com

Design & Development

design@mainewebfx.com

Programming Department

programming@mainewebfx.com

Billing Policy Revision Date 2/14/09

Pricing Policy and Payment Agreement

(Please return signed contract with deposit as outlined in price quote or web development agreement)

By agreeing to have Maine Web FX build / redesign / program / and/or maintain your website, you agree to the following:

BILLING POLICY

All billing is done in monthly cycles for site maintenance, changes, additions, search engine optimization, and other one-time and on-going services. However, DEPOSITS OF 50 PERCENT ARE REQUIRED FOR ALL SITE MAINTENANCE.

Site maintenance billing carries a minimum charge of 15 minutes work time.

All payments are due on receipt of invoice with a \$20 administrative fee added each month to each invoice 30 or more days late.

Accounts that are late, will not be serviced by Maine Web FX until FULL payment arrangements are made and/or account is brought current. A 100 percent deposit may be necessary for accounts that are continually late.

All hosting accounts must be paid in full prior to hosting activation and/or hosting renewal. Late payments will result in hosting not being activated until account is paid in full.

Maine Web FX will seek collections for all accounts 90 or more days late. Collections fees will be added to all accounts sent to collections.

New websites (including site redesigns) have the following payment schedule:

- 33% due before work on site is started (non-refundable)
33% due within 30 days of deposit
33% due before site is live launched (or within 60 days of deposit for client-side delays)

Maine Web FX reserves the right to take down websites for clients who are 60 or more days late with payment.

[Handwritten Signature]

Maine Web FX Authorized Signature

Client Signature

Date