



£199 Website Offer

Terms and Conditions

Domain Name

The “£199 Website” package includes registration of a new domain name with extension **.co.uk**. WebRightNow will register your choice of domain, subject to availability, for 1 year from the date of agreement. Yearly renewals of the domain will remain free as long as your website is hosted by WebRightNow and you keep your hosting payments up to date. The domain name will remain property of WebRightNow; if you decide to move your website to a different host, you will have the option to purchase the domain name from WebRightNow for a sum equivalent to the current market value of the domain at the time of transfer. Alternatively, if you already own a domain name, you may point your domain to the WebRightNow server by modifying Name Server settings with your current registrar. If you wish for us to carry out the Name Server change on your behalf, you must provide us with access to your domain name’s Control Panel. If the domain is pointed to our server from a third-party registrar, you will retain ownership of the domain and will therefore be required to pay for yearly registration renewals.

Hosting

Web hosting will be provided as part of the package. You will receive 1 year’s worth of our **Bronze Hosting** package, details of which can be found at <http://www.webrightnow.co.uk/bronze-hosting/>. 1 year will be calculated as 12 calendar months from the date of the agreement being signed by both parties and full payment being received. After the first year has expired, you will be required to renew your web hosting at the current price (Bronze Hosting is £79.99 per year at the time of writing). After your first hosting renewal payment, you may move web hosting away from WebRightNow at any time by providing 4 weeks written notice.

Content Management

Your website will be driven by the **Wordpress** Content Management System (“**CMS**”). We will install Wordpress on your main domain and carry out the following tasks:

- Create an “admin” user with a secure password, which you will receive once the website is launched and all work is complete. This will give you full access to the Wordpress backend administration for the purpose of updating the website’s content;
- Install and configure the following plugins: Contact Form, Photo Gallery, Wordpress SEO;
- Apply your choice of template (Wordpress “theme”) and integrate your logo if applicable (see “Template” below);
- Create up to 5 pages of text, with your choice of title which will appear in the website’s main menu (see “Text” below);
- Upload up to 20 images to the photographic gallery (See “Photos” below).

Template

This is a template based package and does not include any bespoke design, although this can be requested for an additional fee. You will be able to choose from any of over 1,400 free Wordpress templates (“themes”) available to preview at <http://wordpress.org/extend/themes/>. Although the choice of template is entirely yours, we may recommend alternative themes if we feel that your first choice is either not stylistically suited to your website, poorly coded, unsupported, non-accessible or otherwise defective. We may modify the template slightly to suit the ideal layout of your website or the colours or shape of your company logo. If any modifications are carried out, the template will be renamed and prevented from being automatically updated, in order to preserve the changes. We will also make a local backup of the template on our systems in case of future code corruption.

Text

You will need to provide full text for your website at the time of signing the agreement for the work. Text must be submitted by email or via Dropbox shared folder in one of the following formats: .DOC (Word), .RTF (Rich Text Format) or .TXT (plain text). Once submitted, the text cannot be modified free of charge. Any additional work due to changes in the text requested during the website’s development will be charged at our standard rate of £30 per hour. When creating your web pages, we will preserve the following formatting: text colour and relative sizes, bold and italic, headings and paragraphs, ordered and unordered lists, text alignment, underline, subscript and superscript, strikethrough, text highlight. Other formatting (including tables, text boxes, special fonts and non-ASCII characters), may be impossible to replicate in Wordpress or may require additional work not included with this offer.

We will create up to 5 pages of text in Wordpress, each no longer than 1000 words. You will need to provide all titles and your preferred page order for the website’s main menu.

You will be able to create unlimited pages and “posts” (blog entries, if you wish for one of the pages to be used as a blog) once you are given access and instructions for the Wordpress administration.

Photos

We will upload up to 20 images to the website’s photographic gallery (if you require this feature). These must be your own creation or you must own full rights to their use – we cannot upload copyrighted content to our servers. Image files must be provided at the time of signing the agreement for the work and must be submitted to us by email or via Dropbox shared folder. Each image should be no larger than 1.5 MB in size and will be uploaded as it is: no image manipulation or enhancement is included with this package.

Once you have access to the Wordpress administration, you will be able to upload additional images. In theory there is no limit to the number of images you can upload, though the Bronze Hosting package has a 1GB storage limit.

Payment

Payment must be made in advance and in full at the time of signing the agreement for the work. You can pay by bank transfer or send a cheque to: WebRightNow, 16 McCash Place, Kirkintilloch, Glasgow, G66 4BE. If paying by cheque, payment will have to be cleared before any work can commence.

Limitations

The functions and features of your website will be limited to those that come as part of the Wordpress CMS and the plugins listed in this document. WebRightNow will not provide any bespoke web development in conjunction with this offer and any additional functionality required for your website will need to be agreed on prior to work starting and quoted according to our standard rate of £30 per hour.

The “£199 Website” offer expires 31 May 2012.