



Contract between:

Christine Latreille and you _____ [customer name]

You _____ [customer name], located at _____ [address]

are hiring Christine **Latreille** located at **123 Avenue de la Baie de Valois, Pointe Claire, Quebec, H9R 4B8, Canada**, to develop a web site as outlined in the Project Elements.

The details

PROJECT ELEMENTS:

- Website with Wordpress as CMS
- Create new interface design
- Customization of template – design
- Customization of template – modules (bilingual support)
- Merge customer-provided content into new interface
- Assist with procurement of new web hosting provider, installation of site with provider, and DNS updates
- User training and instruction on how to use administrative interface for content updates

PHASES:

Concept revisions or extensive alterations make it impossible to accurately estimate in advance the total cost of a design project. As such, we will require approval at certain intervals and invoice on a corresponding schedule.

Phase	
Template Selection	\$
Template modifications/graphics	\$
Content integration, CMS training	\$
Go-live (estimated completion date)	\$
Total	\$

Additional costs not covered by this agreement:

- Stock photography
- Website hosting

Work performed outside the scope of this agreement will be billed at our regular rate (\$25/hour)



We cannot guarantee that our work will be error-free and thus we cannot be liable to you or any third-party for damages, including lost profits, lost savings or other incidental, consequential or special damages, even if you have advised us of them. Finally, if any provision of this contract shall be unlawful, void, or for any reason unenforceable, then that provision shall be deemed severable from this contract and shall not affect the validity and enforceability of any remaining provisions.

Copyrights

You guarantee that all elements of text, images or other artwork you provide are either owned by you or that you have permission to use them.

When your final payment has cleared, copyright will be automatically assigned as follows:

You will own the visual elements that we create for this project. We will give you source files and finished files and you should keep them somewhere safe as we are not required to keep a copy. You own all elements of text, images and data you provided, unless someone else owns them.

We will own the unique combination of these elements that constitutes a complete design and we will license its use to you, exclusively and in perpetuity for this project only, unless we agree otherwise.

We reserve the right to display and link to your project as part of our portfolio.

Payments

The initial non-refundable deposit shall be due on: _____

Payment in full is due on: _____

Signed by **Christine Latreille** _____

Signed by and on behalf of _____ [customer name]

_____ Date [date]

Please sign above and keep a copy for your records.