

P.O. Box 962302  
Riverdale, GA 30296  
(770) 964-6453

### **HILLMAN B2 WEBSITE MAINTENANCE PLAN**

The purpose of a Website Maintenance Plan is to provide an affordable way for clients to receive scheduled updates to their website or Facebook Fan page, without paying standard rates for each occasion. As of July 6, 2011, policies regarding the maintenance plan are as follows:

1. Cost. The Maintenance Plan is only \$60 per quarter. No contract required. Pay as you go.
2. Allowable Edits. Edits covered by the plan includes the following:
  - a. Textual or information based changes.
  - b. Image addition or changes for existing galleries or photo placeholders.
  - c. Changes in category (a) and (b) above that can be completed within 15 minutes.
  - d. Edits exceeding 15 minutes will be billed at market rates.
3. Excluded Edits: Edits that are not covered by this plan includes, but are not limited to the following:
  - a. Design related changes, development or enhancements.
  - b. Form creation or development.
  - c. CSS, JavaScript, Flash, or other coding, design, or site function related changes.
  - d. Navigational structure changes.
  - e. Page additions.
  - f. Site or host account transitions.
  - g. Facebook Fan Page integration.
4. Occasions and Frequency: Allowable edits and changes may be submitted up to two times monthly within the 90 day period after the payment is made. There are no provisions for carryover of any unused edit occasions from previous months.
5. Market Rates for Non Plan Submission: Once the 90 day period expires, if a payment is not made for the subsequent 90 day period, any requested edits and changes will be subject to market rates, unless the payment is made before the edit request is submitted.
6. Unrelated Transaction Pricing: Having the maintenance plan does not affect pricing for non-related maintenance web design requests.
7. Non Contractual. This plan does not require a contract, and is in effect cancelled 90 days after payment has been made, unless another payment is made thereafter.
8. Changes to Maintenance Plan. If maintenance plan changes are required the following applies:
  - a. The change will be documented and forwarded to the affected clients.
  - b. The change will not affect the current 90 day period for any client that has paid for that period.
  - c. The change will go into effect consistent with the date of the following plan payment.
9. Full payment must be made online at [www.hillmanb2.com/checkout.htm](http://www.hillmanb2.com/checkout.htm). Thank you.