

TERMS AND CONDITIONS DESIGN SPECIAL JUNE/JULY 2018

R 4 999 =

- + Logo Design
- + Letterhead
- + Business Card
- + Domain
- + 3 Page website
- + 3 Mailboxes
- + 1 Year Hosting
- + 100 Printed business Cards

t's & c's apply

Contact David @ GRAB IT
 083 284 1569

LOGO DESIGN:

- The client is required to give the designer at GRAB IT a vision to work with in terms of logo ideas. The designer at GRAB IT endeavours to create a logo in alignment with the company's vision and organisational requirements.
- Special includes three created logos. Once a logo is chosen, special includes one change to the logo chosen.
- Additional logo requests will be charged for at our standard labour rates.
- Additional logo changes will be charged for at our standard labour rates.
- A high definition image will be provided to the client for marketing purposes.
- The original design templates will remain the property of GRAB IT.



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LETTERHEAD:

- Client is to provide GRAB IT with the company information such as contact details, company registration number and VAT number in order to complete the letterhead.
- Any additional information required on the letterhead is to be provided to the designer of GRAB IT.
- The final letterhead will be presented to the company in Word format for the purpose of distribution and printing.
- The original design templates will remain the property of GRAB IT.

BUSINESS CARD:

- The client is to provide the designer at GRAB IT with a vision to put together an appropriate design for the business card.
- The special includes two business card ideas.
- The special includes one change to the business card.
- Additional business card requests will be charged for at our standard labour rates.
- Additional business card changes will be charged for at our standard labour rates.
- A high definition image will be provided to the client for marketing/printing purposes.
- The original design templates will remain the property of GRAB IT.

DOMAIN:

- The special includes the registration of one domain name per company paying for the special.
- The company will provide GRAB IT with the necessary company information in order to complete the domain applications.
- The special includes the setup of the domain name.
- The special does not include the annual domain renewal fee, billable annually after the first year has lapsed.

3 PAGE WEBSITE:

- The special includes a basic three page website.
- Should the client require additional pages, this can be done at an additional cost.
- Should the client require additional work on the website, outside the norms of what would be considered to be a basic website, this can be done at an additional cost. Such work includes but is not limited to: an online shop.
- The client is to provide the designer at GRAB IT with the necessary information required to structure the website, including but not limited to: contact details, introduction, worded content and any pictures/graphics which the client requires on the website.
- Any additional images required by the client, not given to GRAB IT by the client, is not included in the special and is billable.
- Upkeep and maintenance and/or changes to the website are not included in the special and are billable on a monthly maintenance contract as follows:

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- One change/upload per week: R600 ex VAT per month
 - One change/upload a day: R2000 ex VAT per month
 - Once off changes/uploads (no contract): R250 ex VAT per change

3 MAILBOXES:

- The special includes 3, 1GB mailboxes for one year. Thereafter mailboxes will be charged for at R35 ex VAT per mailbox, per month.
- The special includes the setup of the 3 mailboxes.
- Should additional mailboxes be required, this can be done and is billable.
- Should additional size be required for the mailboxes, this can be done and is billable.

1 YEAR HOSTING:

- The special includes the first year website hosting with GRAB IT's preferred internet service provider.
- After the one year has lapsed, the client will be responsible for the annual hosting fee.

100 PRINTED BUSINESS CARDS:

- The special includes the printing of 100, double sided, full colour, gloss, non-laminate business cards.
- Should the client require additional business cards to be printed, or require matt or gloss laminate, this can be done at an additional cost.
- The client is welcome to continue printing business cards through GRAB IT as its preferred supplier.
- This will include the collection and delivery of the business cards to the client.

GENERAL TERMS AND CONDITIONS:

- The client indemnifies the company, GRAB IT against loss or damage to the customer's hardware, software and/or information supplied to the company for the duration of the agreement.
- Whilst every effort is made to protect the client's data including but not limited to regular backup's of information, GRAB IT will not be held responsible for any loss of material or information supplied to the company from the client.

E & O.E

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