



Web Work Contract

*Upon completion, this contract can be faxed to (866) 785-9682 or mailed to:
T&S Web Design, PO Box 1478, Edmond, OK 73083.*

Organization Name _____

Contact Name _____

Phone _____ Cell _____

Address Line 1 _____

Address Line 2 _____

City _____ State _____ ZIP _____

E-mail address _____

The above-named client is engaging T&S Web Design, L.L.C., mailing address PO Box 1478 Edmond OK 73083, as an independent contractor for the specific project of developing graphic design elements. This includes up to three batches (ie all changes in one email) of revisions on the design elements.

If the total amount of this contract is less than \$300, the total amount shall be paid upon signing this contract. Otherwise, 50% is due upon signing the contract and 50% is due upon the delivery of the final graphic design element(s) to the client.

If any element of the package requires a client decision, the client has 14 days from the time T&S Web Design sends written notification that the decision is required to respond to T&S Web Design. If the decision is not received by T&S Web Design within 14 days, the entire amount of the contract becomes due.

If an amount remains delinquent 30 days after its due date, an additional 5% penalty will be added for each month of delinquency. T&S Web Design reserves the right to remove web pages from viewing on the Internet until final payment is made. In case collection proves necessary, the client agrees to pay all fees incurred by that process. This agreement becomes effective only when signed by T&S Web Design. Regardless of the place of signing of this agreement, the client agrees that for purposes of venue and jurisdiction, this contract was entered into in Edmond, Oklahoma, and any dispute will be litigated or arbitrated in Oklahoma County, Oklahoma.

The amount of this contract is \$ _____

The undersigned represents that he or she is authorized to bind his company or organization to this contract and agrees to the terms of this agreement on behalf of his or her company or organization.

Client Signature _____ Date _____

Printed Name _____

Title _____

T&S Signature _____ Date _____

Printed Name _____