

## Website Agreement and Information Form

*(Websites can be complete within 3-4 weeks once ALL information is received)*

**Property Name:** \_\_\_\_\_

### Domain Information:

My Domain Name is: WWW.\_\_\_\_\_ My Domain is hosted by? \_\_\_\_\_

Please provide your Domain Host Login Information: **User Name:** \_\_\_\_\_ **Password:** \_\_\_\_\_

**If you do NOT have a Domain, fill out Information below.**

I NEED a Domain Name (www.-----) List 3 of your top domain choices:

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

**Choose a Template:** (You can find these on [www.dinkwebsitedesigns.com](http://www.dinkwebsitedesigns.com) )

#1\_\_\_ #2\_\_\_ #3\_\_\_ #4\_\_\_ #5\_\_\_ #6\_\_\_

### Colors:

What main colors would you like me to use in your website? \_\_\_\_\_

Would you like us to pick for you? Yes \_\_\_\_\_

### Photos and Logo:

Please send photos and logo to [dinkwebdesigns@gmail.com](mailto:dinkwebdesigns@gmail.com) . Photos must be of good quality to represent your property well. Bad or blurry photos will not be accepted, as this reflects the work of Dink Website Designs as well as your business. Scraped or copied photos from online may be done, however we may still need larger images for the header of the website.

### Area Attractions:

Please submit links, text and photos of your area attractions as this takes a large amount of time to retrieve. If you already have this listed on a prior website, please supply your current website address:

Top 5 Area Attractions

(provide additional page if more exist)

1. _____	Website Link: _____
2. _____	Website Link: _____
3. _____	Website Link: _____
4. _____	Website Link: _____
5. _____	Website Link: _____

## Payment Authorization and Instructions

### Website Fee

<b>\$1,000</b>	5 Page web design (12 months website hosting included)
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### Additional Services (optional)

<input type="checkbox"/>	\$100	<b>Area Attractions Research</b> (if you do NOT want this service, please provide this info to us)
<input type="checkbox"/>	\$125 per page	<b>Additional Page(s)</b> (I want ____ additional pages)

\* \$ \_\_\_\_\_ **Total Amount Due** (\*Payment includes 5 page Website and 12 months of Web Hosting.)

### Annual Maintenance Fee

Client will be billed an Annual Website Hosting Fee of \$300 (Average of \$25 per month). Client will receive their first invoice 11 months after site goes live. If property fails to provide payment by due date via check, we will send two reminders of payment. Late payments past 60 days will result in a \$25 late fee. Late payments past 90 days will result in deactivation of website. Property must check emails from Dink Websites for invoices.

*\*A \$200 reactivation fee will apply to any website which has been deactivated due to non-payment. If this affects domain deactivation as well, client will be responsible for reissuing new domain to Dink Website Designs. Websites are unable to be reactivated after 30 days of deactivation.*

**NOTICE:** To pay by credit card, fill out the following information, sign below and email to [dinkwebdesigns@gmail.com](mailto:dinkwebdesigns@gmail.com) You can also call with your cc information for increased security, however a signature on this form will still be required to legally authorize charge.

Credit Card Number: \_\_\_\_\_

Expiration Date: \_\_\_\_\_

3 Digit Security Code: \_\_\_\_\_

Billing Zip Code \_\_\_\_\_

Pay by Phone:  (signature required below for to authorize payment by phone)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

Check here if you would like to be set up on automatic payment for continued annual website hosting.

**Or you may Mail payment to:** *Dink Website Designs – 327 Fern Valley Road, White House, TN 37188*

*Disclaimer: Dink Website Designs is the builder of each website through a third party company. All websites are hosted by the use of a third (company) and relies solely on the third party company to continue activation of all website designs. Dink Website Designs is not responsible, nor will a refund be available to the client if the third party company is no longer in business, resulting in the deactivation of your website. Websites are not transferrable to other hosting companies and all changes must be submitted to Dink Website Designs.*

Send this form to [dinkwebdesigns@gmail.com](mailto:dinkwebdesigns@gmail.com)

Contact us at (615) 574-8877

Please sign below to acknowledge that you have read this information and agree to these terms and conditions.

X \_\_\_\_\_

Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

**Property Contact for Website Information**

Contact Name \_\_\_\_\_

Title: \_\_\_\_\_

Contact Number \_\_\_\_\_

Mobile: \_\_\_\_\_

Email Address: \_\_\_\_\_