



INVOICE

D.P. Web Design

5 Trembath Crescent
Kirwan, Townsville QLD 4817
ABN: 51 402 882 822

Client Name
Business Name
Townsville Queensland 4810
Australia

Invoice No: 9999
Date: 10/10/2014

Description	Net Price	GST	Total
<p>HAUI-001 - Hosting & Security Maintenance - Primary Domain (AU VPS) (for primarydomain.com.au) 09/10/2014 to 08/10/2015</p> <p>This service includes the following for your primary hosting:</p> <ul style="list-style-type: none"> • Hosting & Email Package (Australian Server) - 1 domain* • Hacking & Site Security Protection - 1 domain* <p>NOTE: If you have another website with D.P. Web Design, this is classed as 'Secondary' package and this is charged at a reduced rate of \$55 per year. As an example if you have 4 websites with D.P. Web Design you have 1 Primary (@ \$385 p/y) & 3 Secondary (@ \$55 p/y) hosting packages.</p> <p>*Redirected domains (e.g. website-one.com.au redirects to primary.com.au when typed in the address bar) are at no cost. Secondary hosting package costs come into effect when hosting space is created for another website.</p> <p>READ MORE about this Hosting & Security package.</p>	\$350.00	\$35.00	\$385.00
<p>HAUI-002 - Hosting & Security Maintenance - Secondary (AU VPS) (for extradomain01.com.au) 09/10/2014 to 08/10/2015</p> <p>This service includes the following for your secondary hosting:</p> <ul style="list-style-type: none"> • Hosting & Email Package (Australian Server) - 1 secondary domain* • Hacking & Site Security Protection - 1 secondary domain* <p>NOTE: If you have another website with D.P. Web Design, this is classed as 'Secondary' package and this is charged at a reduced rate of \$55 per year. As an example if you have 4 websites with D.P. Web Design you have 1 Primary (@ \$385 p/y) & 3 Secondary (@ \$55 p/y) hosting packages.</p> <p>*Redirected domains (e.g. website-one.com.au redirects to primary.com.au when typed in the address bar) are at no cost. Secondary hosting package costs come into effect when hosting space is created for another website.</p> <p>READ MORE about this Hosting & Security package.</p>	\$50.00	\$5.00	\$55.00

**HAUI-002 - Hosting & Security Maintenance -
Secondary (AU VPS) (for extradomain02.com.au)
09/10/2014 to 08/10/2015**

This service includes the following for your secondary hosting:

- Hosting & Email Package (Australian Server) - 1 secondary domain*
- Hacking & Site Security Protection - 1 secondary domain*

NOTE: If you have another website with D.P. Web Design, this is classed as 'Secondary' package and this is charged at a reduced rate of \$55 per year. As an example if you have 4 websites with D.P. Web Design you have 1 Primary (@ \$385 p/y) & 3 Secondary (@ \$55 p/y) hosting packages.

*Redirected domains (e.g. website-one.com.au redirects to primary.com.au when typed in the address bar) are at no cost. Secondary hosting package costs come into effect when hosting space is created for another website.

[READ MORE](#) about this Hosting & Security package.

\$50.00 \$5.00 \$55.00

**HAUI-002 - Hosting & Security Maintenance -
Secondary (AU VPS) (for extradomain03.com.au)
09/10/2014 to 08/10/2015**

This service includes the following for your secondary hosting:

- Hosting & Email Package (Australian Server) - 1 secondary domain*
- Hacking & Site Security Protection - 1 secondary domain*

NOTE: If you have another website with D.P. Web Design, this is classed as 'Secondary' package and this is charged at a reduced rate of \$55 per year. As an example if you have 4 websites with D.P. Web Design you have 1 Primary (@ \$385 p/y) & 3 Secondary (@ \$55 p/y) hosting packages.

*Redirected domains (e.g. website-one.com.au redirects to primary.com.au when typed in the address bar) are at no cost. Secondary hosting package costs come into effect when hosting space is created for another website.

[READ MORE](#) about this Hosting & Security package.

\$50.00 \$5.00 \$55.00

**HAUI-002 - Hosting & Security Maintenance -
Secondary (AU VPS) (for extradomain04.com)
09/10/2014 to 08/10/2015**

This service includes the following for your secondary hosting:

- Hosting & Email Package (Australian Server) - 1 secondary domain*
- Hacking & Site Security Protection - 1 secondary domain*

NOTE: If you have another website with D.P. Web Design, this is classed as 'Secondary' package and this is charged at a reduced rate of \$55 per year. As an example if you have 4 websites with D.P. Web Design you have 1 Primary (@ \$385 p/y) & 3 Secondary (@ \$55 p/y) hosting packages.

*Redirected domains (e.g. website-one.com.au redirects to primary.com.au when typed in the address bar) are at no cost. Secondary hosting package costs come into effect when hosting space is created for another website.

[READ MORE](#) about this Hosting & Security package.

\$50.00	\$5.00	\$55.00
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Total

\$550.00	\$55.00	\$605.00
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Net Amount:	\$550.00
GST @ 10.00%	\$55.00
Invoice Total:	\$605.00

BANK DETAILS

BANK: ANZ
ACC NAME: DP Web Design
BSB: 014490
ACC No: 108214561

CONTACT DETAILS

Danny Poole
 5 Trembath Crescent, Townsville 4817. QLD
Phone: (07) 4773 4719
Mobile: 0412 342 206
email: danpoole@dpwebdesign.com.au

If you do not already have a payment schedule set up for this, please [click here to pay this invoice](#)



PRICING & PAYMENT SECURITY

Pricing: All pricing is in Australian Dollars (AUD)

Deposits: A 1/3 (33%) deposit of quote estimation is required for work to start on your project. Payment of deposit is a verification of acceptance of the quotation and all items within it.

Payment: D.P. Web Design operates on multiple payment schedules depending on the type of work you have requested. **NEW WEBSITE BUILDS OR LARGE PROJECTS (Quoted Work):** To commence work on any new website or large project D.P. Web Design requires a 1/3 deposit of the quoted amount. After all work is finalised by the designer and approved by the client the remaining 2/3 must be paid (or proof of payment, i.e. Bank Transfer) before the site goes live on the Internet or work is handed to the client. If you are on a payment schedule, the site will go live after the 1st installment has been paid. **(* 7 Day & 21 Day Payment Schedule (Under & Over \$500):** These payment schedules only apply if the work completed by D.P. Web Design was not quoted for (e.g. site modifications, hosting, domain names, call-out, help calls, updates & upgrades). D.P. Web Design does endeavor to give out verbal estimation before any work has started in these situations but they cannot be classes as official quotes but only as estimations.

INVOICES UNDER \$500 are within 7 Day payable*: Payment is to be made within **7 days** of invoice notification unless special arrangements have been made. **Note:** Failure to pay within 7 days of invoice date will result in a cancellation of your service (e-mail & website will be inaccessible). Reinstating your account will incur a \$22 service fee. **INVOICES OVER \$500 are within 21 Days payable*:** Payment is to be made within **21 days** of invoice notification unless special arrangements have been made. **Note:** Failure to pay within 21 days of invoice date will result in a cancellation of your service (e-mail & website will be inaccessible). Reinstating your account will incur a \$22 service fee.

Security Capabilities & Policy for Transmission of Payment Card Details: We do not collect and/or store your credit details as payment is processed via ANZ eGate or PayPal

Callout Fees: There is a callout fee of \$110 (GST, Inc.) This is a set charge that includes up to the first hours work (timed from office departure). After the first hour time is billed at a normal hourly rate (based on the percentage of the hour) at \$110 (GST, Inc.).

Domain Registration: Depending on the type of domain purchased, repayments will fall annually or biannually, if you own numerous domains and receive a large number of separate domain & hosting invoices D.P. Web Design can arrange to have all invoices to be sent on the one date (either annually or biannually).

Hosting: D.P. Web Design offers multiple hosting packages at various prices depending on your website's disk space and bandwidth usage. Pricing is set at (1) one hosting package per (1) one domain unless other arrangements are made. If bandwidth or disk space is constantly over the monthly limit you will be advised to upgrade to the next appropriate account.

NEW PROJECTS

Deposits: A 1/3 (33%) deposit of quote estimation is required for work to start on your project.

IMPORTANT: Quotations Are Estimations: Because D.P. Web Design offers unique websites & graphic designs billed on an hourly rate it can be difficult to provide an accurate to the dollar quote. D.P. Web Design **does not provide strict set quotations**, rather estimations. All quotes are built on information supplied from the client then estimated into an hourly rate based on similar past work completed by D.P. Web Design. The estimation is provided to give the client a close to accurate amount of the total final payment. **DON'T BE WORRIED** - This does not mean the estimation won't be close (in some cases less) than your final amount. If for some reason the pricing on your project starts or appears to exceed the estimated value you will be notified and given a re-estimated value. Some causes for pricing exceeding original estimation are as follows, (1) client wishes to add extra features to project that were not mentioned in original estimation, (2) enhancements deemed vital to functionality and professional appearance were added by the developer, (3) An in depth research of client specifications was not possible because of limiting factors (e.g. original time involved to research exceeded acceptable allotted time, banking institution policies in the case of payment gateway setup etc.). Quoting is done in this way to provide a fair payment for work completed by D.P. Web Design and as not to overcharge the client with a bloated overpriced set quote.

Site Development: Your website will be developed in (3) three stages.

(1) PRE-DEVELOPMENT: This stage will be to confirm all your site's requirements before development starts. You will be required to supply all menu titles, page information, site functionality requests, etc. You will be supplied with a help document to guide you with all information required.

(2) DEVELOPMENT: The designer/developer will construct your site on supplied information & requests.

(3) REVISIONS: When the designer/developer has the site to a client viewable state the site will be uploaded to a temporary server where the client can review that site and request changes. It is standard practice to allow up to 3 revisions before extra fees may be applied.

Changes Made During Development: Any changes requested by the client outside the specifications of the Quotation/Estimation will be billed extra at D.P. Web Design's hourly rate. The client will be notified there change request will incur extra cost if that cost is over ¼ of the total Quotation/Estimation.

Project Time Scale: The time scale of a project is generally dictated by the client. If you have a deadline in mind we will endeavour to meet it for you. The most common delay in the creation of a site is waiting for content (text/images) to be sent to us by the client.

IMPORTANT: D.P. Web Design is not responsible for client momentum in supplying information.

CLIENT RESPONSIBILITIES

Visual Differences: Because of the nature of web design and programming work, websites can appear differently on different computers and mobile devices. Screen resolution, operating system, and browsing software are just a few examples of variables that may affect the way a website looks. The client must be aware of these possible variations and D.P. Web Design will not be held responsible for them.

Browser Variations & Versions: D.P. Web Design develops websites testing and viewing on Mozilla Firefox. For best visual results it is recommended viewing using Mozilla Firefox, Google Chrome & Safari. Chrome & Firefox make up for 75% of browser usage and are superior to Internet Explorer plus present websites better, so all design work is completed viewing via those browsers. If you are viewing using IE v.7 or v.8 it may appear slightly different and not view as intended (testing & correcting for other & older browsers is done at the end of development). While all completed websites are tested on all browsers, some older browser versions (e.g. Internet Explorer v.6 & v.7) while still in use are not accounted for in development as their overall percentage of use is too low. If the client requests older browsers to be included in development extra costs will be incurred. Some government, school & university computers may still operate on these older browsers.

Project Completion: After all work is finalised by the designer and approved by the client the remaining 2/3 must be paid (or proof of payment, i.e. Bank Transfer) before the site goes live on the Internet or work is handed to the client.

3 Week Grace Period: there is a 21 day period where minor updates can be made (at no charge) these updates include (a) minor text changes (b) spelling errors in text & graphics (c) link errors (d) email linking errors (e) functionality errors.

Any changes requested that were not a part of the original quote or assigned work may incur the standard hourly work rate.

Site Updates (after site completion): All minor updates are timed (e.g. 15 minutes work = \$27.50 (1/4 of \$110 hourly rate). Once the accumulated time totals or exceeds 1 hour, you will receive an invoice for the amount. Note: Regardless of the update type or size, there is still a set-up and HTML browser verification process involved.

RETURNS & REFUND

Domain Names: Please choose carefully as D.P. Web Design registers and purchases domains through a reseller. Therefore when a domain is purchased (for you the client) there is no refund on that name unless D.P. Web Design has not yet had the chance to register the domain through the reseller. If the domain name purchased was incorrectly spelt or not what the client asked for (in writing or at D.P. Web Design's fault) the domain is 100% refunded.

Hosting: Hosting is purchased in yearly lots, once hosting is paid for and setup it must run the course of the full payment term. Your site can be deactivated but no refund is given.

Completed Work: Work completed is always finalised & approved by the client & designer before the bill is submitted, therefore there is no refunds on labor. Any problems or errors with completed jobs that occur after bill payment, will be fixed by the designer at no extra cost providing it does not extend outside the original work.

Delivery Policy: D.P. Web Design delivers a majority of it completed work via digital data (email, server, ftp or website downloads), if you would like your work sent by CD, CD-ROM, DVD, DVD-ROM or USB Memory stick please make arrangement with D.P. Web Design to make this possible. NOTE: a postage fee will apply if postage is used.

Changes to our Privacy Policy: This privacy policy may be changed by D.P. Web Design at any time. If we change our privacy policy in the future, we will set out those changes here, so that you will always know what personal information we gather, the purposes we might use it for and to whom we might disclose it.

If, at any time, you have questions or concerns about D.P. Web Design's online privacy commitment, please feel free to e-mail us at info@dpwebdesign.com.au

If you do not already have a payment schedule set up for this, please [click here to pay this invoice](#)



Remittance Advice

If sending payment in the mail, please enclose this remittance advice to enable us to identify what your payment is for. Thank you.

Received From: Fiona Hopkins, Arcadian Bookkeeping, Townsville Queensland 4810, Australia

Invoice No:	1041	Date:	10/10/2014
		Invoice Total:	\$605.00
Notes:			