

## SERVICE CONTRACT AGREEMENT - Basic Plan (\$75/month)

This Service Agreement is made between BuiltByBrax ("Developer") and the undersigned client ("Client") for ongoing web design and maintenance services under the Basic Plan.

### 1. SCOPE OF SERVICES

The Developer agrees to provide the following each month:

- Hosting for the website
- Up to 2 content or design edits per month (non-rollover)
- Basic SEO implementation
- Email-based support with responses within 2 business days

### 2. TERM & PAYMENT

- Monthly Fee: \$75
- Contract Length: 12 months minimum
- Billing Date: Monthly on the original signup date
- Payments not received within 5 days of billing date incur a \$25 late fee
- Service will be suspended after 15 days of non-payment
- Early Cancellation: Client agrees to pay the full remaining balance of the 12-month term if canceling early

### 3. CLIENT RESPONSIBILITIES

- Provide timely content for requested changes
- Maintain valid billing method for recurring charges

### 4. SERVICE SUSPENSION & TERMINATION

- Failure to pay within 15 days will pause website access and support

- After 30 days of non-payment, the site may be taken offline permanently
- Reinstatement requires full payment of past due amounts plus a \$50 reactivation fee

## 5. ADDITIONAL WORK

- Edits beyond 2/month are billed at \$40/hour (in 30-minute increments)
- Any full page redesign or feature addition will be quoted separately

## 6. OWNERSHIP & RIGHTS

- Client owns the content they provide and the website's design
- Hosting and services remain suspended upon non-payment until resolved
- Developer retains the right to showcase the site in their portfolio

Client Name: \_\_\_\_\_

Client Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Developer Signature: \_\_\_\_\_ Date: \_\_\_\_\_