



John Norman <jcamnorman@gmail.com>

Buck Creek Bungalows Web Media Agreement

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PM

Draft To: wal61ker@gmail.com

Creative Media Agreement

This Agreement is entered into as of 2025-01-13 by and between:

Service Provider: Kaojaicam, located at 3508 Lower River Rd, Livingston, KY 40445

Client: Buck Creek Bungalows, located at 9700 Rush Branch Rd, Somerset, KY 42501

Both parties agree to the following terms and conditions regarding the development of the Buck Creek Bungalows web media project:

Scope of Work

The Service Provider agrees to deliver the following:

1. Website Development

- **DELIVERABLES:**
- **Site Specifications:** A single-page, SEO-focused website segmented by activity and interest.
- **Hosting:** Domain acquisition is included in the price. Hosting will incur additional charges after the first 6 months of support provided at no additional charge. Hosting will incur charges separately.

- **Adjustments:** One round of creative adjustments to the initial website draft. Additional changes will incur a fee of \$150 per session, remaining within the original project scope agreed upon hereto.
- **Delivery Timeline:** Initial draft to be delivered within **three (3) weeks** of contract signing, with final delivery within **five (5) weeks**, pending client feedback and approval.

2. PDF/Print-Ready Brochures

- **DELIVERABLES:**
- **Brochure Specifications:** Two polished brochures:
 - One for pre-arrival guests.
 - One for welcoming guests on arrival.
- **Length:** Each brochure up to **two (2) pages**.
- **Adjustments:** Up to **one (1)** round of creative revisions for each brochure.

3. Google Maps Revamp

- **DELIVERABLES:**
- Offer a selection of Google Maps "From The Owner" pictures, and **15 seasonal timeline posts** to align with client goals.
- **IMPORTANT:** This section does not guarantee successful posting to Google Maps. If the client is unable to gain access to the Google Maps listing, the posts and photo selection are still to be delivered and ready for other media platforms.

4. Additional Services

- Guest referral program development and implementation guidance.
- Coordination with three local websites (3) to update to local tourism pages including Kentucky and Somerset Tourism for listing updates.
- Verbal guidance in improving online profiles such as Facebook and Airbnb.

5. Timeframes

- **Website:** Initial draft delivered within **3 weeks** of project start date. Final delivery within **5 weeks** after approval of the draft.
 - **PDF Brochures:** Initial draft delivered within **3 weeks** of project start date. Final delivery within **5 weeks** after approval of the draft.
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Payment Terms

- **Total Price:** \$800
- **Payment Schedule:**
 - The complete amount is to be paid within one week of signing this agreement.
- **Hosting:** I'm sending an additional email to get the hosting set up for you. Please respond to this inquiry completely within 5 days of receipt in order to ensure timely completion of the project.

In the email is a link to a hosting provider, wherein the price of hosting is included for 48 months, and the first year of the domain name is included for free.

- By completing this step, I will be added as an admin to the hosting account, and can begin work on the project. Please do not delay, as any delays in this step may incur significant delays in completion of the project.
 - **Support:**
 - Technical support is offered for the first six months of service free of charge.
 - This offer is for maintenance and uptime of the completed, delivered site and does not include creative edits.
 - Continued support available after expiration at **\$50/month** or **\$450/year** (optional).
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Client Responsibilities

The Client agrees to:

- Provide necessary materials, including text, images, business information and feedback, in a timely manner.
 - Pay for hosting of the site in a timely manner.
 - Respond to drafts and revisions within **five (5) business days** to avoid project delays.
 - Approve final deliverables within **seven (7) business days** of receiving the completed project.
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Revisions & Change Requests

- The agreement includes up to **one** round of website revisions and **one** round of brochure revisions.
 - Additional revisions or scope changes beyond these limits will be billed at \$150 per round per deliverable section (see above).
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Intellectual Property

- Upon full payment, the Client will own the rights to all deliverables.
 - The Service Provider retains the right to showcase the project in portfolios or marketing materials unless otherwise agreed.
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Timeline & Deadlines

- Project Kickoff begins upon receipt of payment
- Final Website Delivery: 5 weeks from receipt
- Brochures Final Delivery: 5 weeks from receipt

Delays caused by the Client (e.g., late feedback or materials) may result in adjusted timelines.

Termination

- Either party may terminate this agreement with **seven (7) days' written notice after signing**.

- If terminated, the Client will pay for work completed up to the termination date.
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Confidentiality

Both parties agree to keep any sensitive business or project details confidential.

Liability

The Service Provider is not liable for indirect, incidental, or consequential damages arising from the deliverables or their use.

Agreement

This Agreement constitutes the entire understanding between the parties. Changes or amendments must be in writing and signed by both parties.

By signing below, both parties agree to the terms outlined in this Agreement:

Service Provider:

Signature: JOHN NORMAN

Date: 2025-01-13

Client:

[Client's Name]

Signature: _____

Date: _____