

## Thanks

Thank you so much for choosing **GGDesigns** for your web work. The following are the scope and terms of the project to be completed as well as the responsibilities of both parties.

## Scope of Your Project

Over the course of **four to five weeks**, GGDesigns will create a **brand style** and **logo**, as well as build a **static website** for the client **Bite Sized Building Company**. In addition to building the website, GGDesigns will also **write copy** and **gather quotes** for promotional material to be used on the website. The client understands that this will be **billed as a package**, and anything outside of this scope is considered extra and will need to be negotiated and billed separately.

## Time Estimates and Pricing

<b>Week 1</b>	Brand and Logo Creation, Company Discovery	<b>15 hours</b>
<b>Week 2</b>	Website Style Creation and Website Comps	<b>15 hours</b>
<b>Week 3-5</b>	Website Creation and Content Writing	<b>40 hours</b>

<b>Total Estimated Time</b>	<b>70 hours</b>
-----------------------------	-----------------

<b>Total Estimated Price</b>	<b>\$2,800</b>
------------------------------	----------------

## Terms of Your Project

1. **Check ins and Changes** There will be optional check-ins at the end of each week at the request of Bite Sized Building Company. **This is when any changes or redirections can be requested.** Changes will be submitted for review by the time of next check in. Any major changes needed that add a significant amount of time to the project will be billed hourly after an aloted 10 hours.
2. **Billing** Payment will be split into three installments. 33% of the project's estimated budget will be due **after this document is signed and before any work will begin.** The next 33% will be due after **two weeks time.** **The last 33% is due before any assets are delivered.** Upon receipt of the full amount, the website will be uploaded live to an agreed upon host server.
3. **Usage and Attribution** GGDesigns may use this website in their professional portfolio, and will **display their logo in the footer of the final build of this site.** GGDesigns cannot resell any of the content or copy created for this project to third parties. **Bite Sized Building Company is granted full rights to the website, branding and logos created.**
4. **TERMS OF TERMINATION** The client agrees to pay GGDesigns for all hours worked up to termination of this project at the rate of **\$40/hour.** Any previous deposits will be deducted from this hourly total.

By signing below, you agree to the terms of this bid.

Client Signature



Printed Name/Company Position

Ginny Graybill GGDesigns