



PROPOSAL

BUSINESS WEBSITE

Project Proposal #000071

Prepared for:
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Assistant Instructor

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CONTENT

SCOPE OF WORK	3
.....	
WORK PLAN AND MILESTONES	4
.....	
TERMS AND CONDITIONS	5
.....	
SIGNATURES	6
.....	
THANK YOU	7
.....	





THE SCOPE

OF WORK

I will be updating a website for Conjunto Heritage Taller. The goal of this website is to provide Conjunto Heritage Taller with a more user friendly online presence and to provide current and prospective customers vital information about Conjunto Heritage Taller business operations.

The website will be updated for a better user experience and interface design of the following pages: Home, About CHT, Programs, Photo Gallery, Press, Support, Contact Us and their subordinate pages. All content and images provided by client. If stock images are needed client is responsible for fees associated with these stock images.

The design process consists of four (4) phases: Concept, Design, Technical, and Testing. In the concept phase, I will begin by outlining the basic flow, layout and gathering any additional text and images for the website. In the design phase I will create digital graphics and layout design of webpages and integrate the images and text. In the technical phase I backup the website and make any updates needed to Wordpress. In the testing phase I check to ensure the website is operating as expected and check interactive functionality like forms and buttons.

This website will work on all the latest browsers. It will be designed as responsive to operate on mobile devices.






Note: **Due to slower JavaScript and DOM rendering engines, older versions of some browsers like IE11 may perform noticeably slower than other newer browsers. Older versions also are more likely to differ visually because of certain CSS properties that are not supported by the browser. However this is not likely for the majority of viewers whose browser updates are automatically downloaded and installed.*

On the following pages, you will find a more detailed description of the project phases, timeline, due dates, deliverables and fees. You will also find a set of terms and conditions.

THE PROCESS

WORK PLAN & MILESTONES

The table below outlines the work process phases, milestones, due dates, deliverables and fees needed to complete this project. This four phase process begins at the concept phase where everything is planned, then the design phase where look and feel (artwork) is produced, next is the technical phase where design is given life, and finally the testing phase where everything is thoroughly tested and reviewed. This process is designed to ensure project efficiency and your complete satisfaction.

Milestone	Due Date	Deliverables	Fee
 CONCEPT PHASE			
Work Begins	When website username and password / signed contract are received from client	Signed Contract	\$\$\$\$ (50% Due)
Information Architecture	Week 1	Site Map User Flow Wire Frame/Lo-Fi Mockup	
 DESIGN PHASE			
Staging/Local Wordpress	Week 2	Start working on Staging/ Local Site Any the me updates (if applicable)	
Visual Design	Week 3	Graphics Images /Assets Layout Design	
HTML / CSS		Any changes to html/css (if applicable)	
 TECHNICAL PHASE			
Staging/Local Wordpress	Week 4	Any Plugins/Widget updates (if applicable)	
Hosting Server		Backupwebsite & DB	
 TEST PHASE			
Initial Test	Week 5	Browser Compatibility Test Interface Test buttons, links, forms and email	\$\$\$\$ (Balance Due)
 PRODUCTION			
Site Launch	Week 6	Update site to live status	
			Total: \$\$\$\$

TERMS AND CONDITIONS

ALL INFORMATION IN THIS PROPOSAL IS SUBJECT TO THE FOLLOWING TERMS AND CONDITIONS

Revisions: Revisions may be made only by the Designer at the Preliminary Design phase. Additional fees will be charged for revisions made after 2 preliminary design revisions, and for any additions to project scope. This includes fixes due to any future website changes or WordPress or Plug-In/Widget updates that the client may initiate after the end of project.

Payment Schedule: Fifty percent (50%) upon project commencement, remaining upon project completion.

Cancellation Fees: In the event of Cancellation, Designer will be compensated for services performed through the date of cancellation in the amount of a prorated portion of the fees due. Upon cancellation all rights to any website updates revert to the Designer and all original art must be returned, including sketches, comps, or other preliminary materials.

Credits and Promotion: Designer reserves the right to include screen shots of the completed work in her portfolio.

Preliminary Works: Designer retains all rights to all Preliminary Designs. Only the final design will be the purchased design.

Permissions and Releases: The Client agrees to indemnify and hold the Designer harmless against any and all claims, costs, and expenses, including attorney's fees, due to materials included in the Design at the request of the Client for which no



copyright permission or privacy release was requested, such as copyrighted photos, logos, stock images, etc.

Miscellaneous: This Agreement shall be binding upon the parties, their heirs, successors, assigns, and personal representatives. This agreement constitutes the entire understanding of the parties. Its terms can be modified only by writing signed by both parties, except that the Client may authorize expenses or revisions orally. Any dispute arising out of this agreement will be resolved by negotiation between the two parties.

SIGNATURES

Client's signature below authorizes designer to begin work. If the information and terms in this proposal are to Clients satisfaction and approval, kindly return a signed copy of this Project Proposal to Designer.

DESIGNER SIGNATURE:

PRINT DESIGNER NAME:

DATE:

CLIENT SIGNATURE:

PRINT CLIENT NAME:

DATE:

This Agreement must be signed and returned before Designer can schedule or begin this job.





LASTLY

THANK YOU

FOR YOUR CONSIDERATION!

Jennifer Salinas
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