



## Logical Sites, Inc.

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Visit us on the web at:

[www.logicalsites.com](http://www.logicalsites.com)

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## OUR CLIENT POLICIES

We have a solid track record (see our website) and enjoy working with our clients. Our policies are largely in place to improve efficiency, avoid having paying customers pay for non-paying customers, and to allow us to focus on what we are good at: bringing you business from the internet.

For new customers, full payment in the form of check or money order is required before any work is performed. We do not accept credit cards. Incremental payments may be agreed upon for some projects, but full payment must be received prior to project completion.

If we host your website, in many cases we will also handle the domain name registration and renewal. In such a case, you still own your domain name. However, in doing so you agree that we will not be liable to you or any other person for any loss that may occur due to the loss of any domain names that we manage for you.

Quotes are provided via e-mail and are valid for one week only. Should the scope of the work change, or we do the work that is agreed upon but you don't like the result, additional hourly fees may apply.

All website work is billed at \$80 per hour, all programming work is billed at \$100 per hour. You are responsible for insuring the accuracy of the material on your website. We are not responsible for any financial loss that may arise out of any mistakes we may make in maintaining your website, or in providing any other services to you.

We reserve the right to refuse to link to or publish any material that we deem to not be consistent with our business model. We maintain editorial control over the content that appears on our websites.

We bill in advance for all advertising. You are entitled to a prorated refund (whole months only). Refunds are issued upon request.

If you cancel, you must do so by calling, e-mailing or faxing. Non-payment does not qualify as a cancellation. Should there be a balance on your account at the time of cancellation and you do not pay this balance, that amount plus a \$70 administrative fee will remain on the account should you return as a client later. In addition, substantial reconnect fees apply (\$80 minimum). The reconnect fee is there to discourage seasonal connection / disconnection.

A late fee of \$10 applies once your account is 15 days past due. An additional late fee of \$10 applies once your account is 45 days past due. At 60 days, all services are terminated and substantial reconnect fees apply as mentioned above. The minimum reconnect fee is \$80 and there is no maximum. The size of the reconnect fee depends on how much work is involved in reestablishing your services with us.

We look forward to working with you for many years to come !