

7/23/18

Jonathan Toole

Business Director of Parish Operations & Finance
St. Charles Borromeo Catholic Church | Orlando, FL
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New Website Development for St. Charles Borromeo Catholic Church www.stcharlesorlando.org

Total Estimate

New Website Design and Development (75-80 hrs)	\$5250-5600
Email Development (0 hrs)	No Charge
Website Credit (Bulletin discount; \$3500 total)	-\$3500
PDS Credit (Bulletin discount; \$4000 total)	-\$1750-2100
Total Due (one-time cost)	\$0
Domain Name	+ \$0 per year
Hosting <small>Subject to change without notice</small>	+ \$300 per year

Project Agreement

I hereby authorize **Diocesan** (Diocesan Publications) to begin work on the above proposed project for the **Client** (St. Charles Borromeo Catholic Church in Orlando, FL). I understand that this proposal represents the estimated time to perform the items listed and **any changes to the scope of the project may change the projected cost**. Hosting of the new website (including all databases) are to be transferred to Diocesan and billed on an annual basis. The content of the new website is the property of the Client. Hosting begins upon launch (when the site goes live) and auto-renews every 12 months afterwards unless the Client notifies Diocesan in writing at least 60 days prior to the renewal date. Responsibility and billing of the Website Domain (Domain Name Registrar), Hosting, and associated Email Accounts are stated below. If the Client halts development prior to completion and/or billing of the web-related services, work completed to the point of cancellation will be invoiced at the hourly rate and estimate agreed to above.

Please sign and return to Diocesan, attn: **Kevin Ferguson**.

- Email: **webdepartment@diocesan.com**
- Fax: **(616) 878-4835**
- Office: **(877) 923-0777**

Management and Responsibility

Domain Name	<input checked="" type="radio"/> Client	<input type="radio"/> Diocesan
Hosting	<input type="radio"/> Client	<input checked="" type="radio"/> Diocesan
Email (Staff)	<input checked="" type="radio"/> Client	<input type="radio"/> Diocesan
Email (Other)	<input checked="" type="radio"/> Client	<input type="radio"/> Diocesan

Authorized Signature



Title

DPO

Date

9/25/18