

Order Confirmation Form - Website Building and Hosting

Company Name: _____

Contact Person: Mr/Mrs/Ms _____ Email: _____ @ _____

Address: _____

Post Code _____ Telephone: _____ Fax: _____

1. Website Building & Set-up Cost (One-off payment) - includes GST

Build Options	Cost	Build Options	Cost	Total incl GST
2 page package	\$ 590 <input type="checkbox"/>	5 page package	\$ 890 <input type="checkbox"/>	
3 page package	\$ 690 <input type="checkbox"/>	6 page package	\$ 990 <input type="checkbox"/>	
4 page package	\$ 790 <input type="checkbox"/>	Additional pages	\$ 120 ea <input type="checkbox"/> x No.....	
Total				\$

2. Quarterly Hosting and Software Licence Fees (payable in advance) - includes GST

Hosting Options	Quarterly	Hosting Options	Quarterly	Total incl GST
2 - 4 pages - \$35 per mth	\$ 105 <input type="checkbox"/>	7 - 9 pages - \$39 per mth	\$ 117 <input type="checkbox"/>	
5 - 6 pages - \$37 per mth	\$ 111 <input type="checkbox"/>	Extra Pages \$2 ea per mth	\$ 6 <input type="checkbox"/> x No.....	
Total				\$

3. Website Upgrade Options - includes GST

	Basis	Rate	Total incl GST
<input type="checkbox"/> Additional web pages after build (300 words, 4 images) <input type="checkbox"/> No. pages.@	One-off	\$ 150	
<input type="checkbox"/> Customised Template (2 hr limit, and excludes any external graphic design)	One-off	\$ 180	
<input type="checkbox"/> Interactive Web Form (12 fields max.) <input type="checkbox"/> Additional fields No..... @	Per form / field	\$ 175 / \$ 12 ea	
<input type="checkbox"/> Additional design hours (minimum 1 hour, then 15min blocks)	Per hour	\$ 88	
<input type="checkbox"/> Website counter	Yearly	\$ 85	
<input type="checkbox"/> Other			
Total			\$

4. Other Options - includes GST

	Basis	Rate	Total incl GST
<input type="checkbox"/> Domain name register - www.com.au, .com	2 yearly	\$125	
<input type="checkbox"/> Domain name re-delegation (where name is already owned)	One-off	\$80	
<input type="checkbox"/> Email forward-eg info@yourdomain.com.au sent to your current ISP mailbox	Yearly	\$80	
<input type="checkbox"/> Email accounts - 1 POP3 account	Yearly	\$120	
<input type="checkbox"/> Email accounts - 2, 3,4 or 5 POP3 accounts	Yearly	\$190	
<input type="checkbox"/> Other (eg URL forward \$65pa)			
NOTES			
Total			\$

5. Total Payable - Build, Hosting & Licence, Upgrade and Other Options as above

Total excl. GST	GST	Total incl GST

Payment Details - this order constitutes a Tax Invoice for the initial & ongoing payments under this contract

 Please note the Building, Upgrades, Other Options and 1st Quarterly hosting & licence fees are payable together in total by cheque or credit card. The ongoing Quarterly Hosting Fees can be paid only by credit card, or if by cheque annually in advance.

 Cheque: (Please make payable to **SiteStart**)

 Credit Card: Bankcard Visa MasterCard Expiry Date:

Name on Card: _____

 Card Number :

Your signature above constitutes a binding agreement to purchases the service(s) detailed above from McQuillans Pty Ltd t/as SiteStart. For subscription-based services, credit cards will be debited monthly, quarterly or yearly (or other period specified) in advance until termination by in writing. The Hosting and Licence fees have a minimum contract term of 24 months. Refer full terms & conditions.

Signature: _____ Date: _____

 If faxing the order please fax to 08 9201 2711 - for questions please call 08 9380 9322 or email info@sitestart.com.au

Website Content Guidelines

These are the guidelines for the content of your Website. You are bound by these guidelines if you use SiteStart. Please read carefully. SiteStart may amend these guidelines from time to time by giving you notice of the change by email. You will then be obliged to comply with these guidelines as amended. Your Website must not contain information, language or material that is:

1. Inaccurate or contains misrepresentations about your product or service.
2. Misleading or deceptive or likely to mislead or deceive.
3. Defamatory or likely to cause damage to the reputation of any other person, business or organization.
4. Unlawful, harmful, abusive or threatening.
5. Obscene, offensive, vulgar or otherwise objectionable including, but not limited to material of a violent or sexual nature.
6. Discriminatory on account of race, ethnicity, nationality, sex, age, sexual preference, religion or disability.
7. In violation of the rights of a third party including intellectual property rights and trade secrets.

If your Website contains content, the possession of which while not illegal, is unsuitable for minors, you will notify SiteStart and agree that SiteStart can a) Include clear identification labels which can be recognized by filter software technologies; b) Insert suitable screen warnings which appear to the user before the content can be viewed, or c) Require subscription enrolments to ensure underage subscribers are excluded. Your Website must comply with all relevant local, state, national and international law. If you have any queries about these Guidelines, please contact us.

Terms & Conditions

Content

1. Only the information you return to SiteStart in the SiteStart Starter Pack can be used to build your Website.
2. The quality of image displayed on your Website will depend on the quality of the images that you provide to SiteStart. SiteStart cannot guarantee the quality of hard copy images that must be scanned in order to be included on your Website.
3. You warrant that all content is your original creation or that you are authorised to use it as the owner. Any potential liability for publishing such information remains with you and SiteStart reserves the right to suspend the hosting of any site that SiteStart believe is in breach of copyright or any other laws.
4. Following initial development of your site, you are entitled up to 3 minor edits (limited to 20 minutes labour time each) within 30 days of your site being built. You will be notified by email after initial development and asked if you require any edits. You must approve your completed site by email or fax within 5 business days of receiving the completion notification.
5. Once the construction of your site is finalized you are responsible for all maintenance and changes to it. Any edit requests after the initial minor edits should be directed to SiteStart on 08 9201 0054 who will arrange an obligation free quote.
6. If requested SiteStart will return by mail any of your images and other material you request. SiteStart can, however, take no responsibility for loss or damage to any of this material.

Hosting Services

7. This special offer includes Website hosting and the licence to use the SiteStart web site editing software (Hosting Services). Your Website cannot be hosted by another provider.
8. The initial Hosting Services contract is for a minimum period of 24 months. Ongoing Hosting Services for your site is conditional on payment of the monthly hosting fees (payable quarterly in advance). Unless you notify SiteStart that you do not wish to renew your hosting contract beyond the initial 24 month period, your contract will be automatically renewed on a quarterly basis payable in advance.
9. Hosting fees will commence upon signing of the Order Confirmation Form.
10. If your account is cancelled before we start to register, delegate or build your website you will be entitled to a refund of all monies except a \$150 (incl. GST) administration fee and the first quarterly hosting fees.
11. If you create extra pages on your Website that are not allowed for in your chosen package, you will be invoiced \$120 per additional page (incl. GST), and charged additional monthly hosting fees of \$2 per month per additional page (incl. GST).
12. You acknowledge that SiteStart will pass your customer details to search engines to register your Website.
13. You shall be responsible for obtaining all telephone, access lines, computer equipment and other products or services necessary to access and use the your website. You shall be responsible for all charges associated with accessing and maintaining a connection to these services (e.g. charges imposed by an Internet access provider, or telephone company).
14. SiteStart has entered into an agreement with FulfilNET Australia Pty Ltd (FulfilNET) for the right to offer to you the 4sitecreation™ system comprising their 4SiteCreation™ software together with infrastructure and services that allow them to build and host your Website. Your licence to use the 4SiteCreation™ system is with FulfilNET.
15. The building and hosting of your website and use of the licenced software are subject to the latest Terms and Conditions of Service (TCOS) published and viewable at www.sitestart.com.au. The TCOS are subject to change.

I have read and understood the Website Content Guidelines and Terms & Conditions and agree to abide by them. I am aware that any breach of these guidelines may lead to disconnection of my Website.

Signature _____ Date _____

Company Name _____

If faxing the order please fax to 08 9201 2711 - for questions please call 08 9380 9322 or email info@sitestart.com.au

Order Form - Website Upgrades and Additional Products

Company Name: _____
 Contact Person: Mr/Mrs/Ms _____ Email: _____ @ _____
 Address: _____
 Post Code _____ Telephone: _____ Fax: _____

1. Website Upgrade Options - includes GST

	Basis	Rate	Total incl GST
<input type="checkbox"/> Additional web pages (300 words, 4 images) <input type="checkbox"/> No. pages.@	One-off	\$ 150	
<input type="checkbox"/> Customised Template (2 hr limit, excl. external graphic design)	One-off	\$ 180	
<input type="checkbox"/> Interactive Web Form (12 fields max.) <input type="checkbox"/> Additional fields No..... @	Per form / field	\$175 /\$12 ea	
<input type="checkbox"/> Additional design hours (minimum 1 hour, then 15min blocks)	Per hour	\$ 88	
<input type="checkbox"/> Website counter	Yearly	\$ 85	
<input type="checkbox"/> Other			
Total			\$

2. Other Options - includes GST

	Basis	Rate	Total incl GST
<input type="checkbox"/> Domain name register - www.com.au, .com	2 yearly	\$125	
<input type="checkbox"/> Domain name re-delegation (where name is already owned)	One-off	\$80	
<input type="checkbox"/> Email forward—eg info@yourdomain.com.au sent to your current ISP mailbox	Yearly	\$80	
<input type="checkbox"/> Email accounts – 1 POP3 account	Yearly	\$120	
<input type="checkbox"/> Email accounts – 2, 3,4 or 5 POP3 accounts	Yearly	\$190	
<input type="checkbox"/> Other (eg URL forward \$65pa)			
Total			

3. Total Payable – Build, Hosting & Licence, Upgrade and Other Options as above

Total excl. GST	GST	Total incl GST
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4. Notes

Payment Details – this order constitutes a Tax Invoice for the initial & ongoing payments under this contract

Please note the Building, Upgrades, Other Options and 1st Quarterly hosting & licence fees are to be paid together in total by cheque or credit card. The ongoing Quarterly Hosting Fees can be paid only by credit card, or if by cheque annually in advance.

Cheque: (Please make payable to **McQuillans Pty Ltd trading as SiteStart ABN 13 099 269 039**)

Credit Card: Bankcard Visa MasterCard Expiry Date:

Name on Card: _____

Card Number :

Your signature above constitutes a binding agreement to purchases the service (s) detailed above from McQuillans. For subscription-based services, credit cards will be debited monthly, quarterly or yearly (or other period as specified above) in advance until termination by notification in writing. The Hosting and Licence fees have a minimum contract term of 24 months and cannot be terminated earlier.

Signature: _____ Date: _____