



## **TERMS & CONDITIONS FOR WORK INCLUDING UPDATES AND AMENDMENTS.**

All customers will have read the full privacy policy and website terms of use before agreeing to work with A R Website Design. These can be found on the bottom of our website [www.arwebsitedesign.co.uk](http://www.arwebsitedesign.co.uk)

All estimates given are based on the expected time and cost involved with the work you have requested to be performed. Please note that should any time or costs need to be added, you will be notified before the work is undertaken.

Customers will provide the information for their Website updates. It is your responsibility to provide up to date information for your Website. A R Website Design will not take responsibility for any inaccuracies that have not been notified.

You will be advised as to when the updates have taken place. When you respond to agree the work provided, you are agreeing that all information is present and correct. A R Website Design will not take responsibility for anything that has been approved.

Once the Website work has been approved, you will be emailed an invoice and bank details to pay. Payment is required in full within 7 days of the work finishing. Any payments not received within this time will result in the Website reverting back to its original state.

Sometimes we use developers to help with our work. You will be notified of any developer we use and directed to their own privacy policies. The passing of sensitive data may/will be necessary for them to perform the required actions for your work. All work performed will be held under legitimate interests meaning data is only ever used to perform the task required. If you have any concerns or questions, please direct them to Andrew Raynor on [enquiries@arwebsitedesign.co.uk](mailto:enquiries@arwebsitedesign.co.uk)

If you choose not to complete your website, there will be no refunds due for part payments already made (if applicable).

We cannot be held responsible for anything out of our control such as hacking into the website, changes to content etc although we will rectify where possible as soon as we can. We are also not responsible for any issues with regards to hosting and website unavailability.

For any work taking over 6 months from commencement of the agreed contract, it will be at the discretion of A R Website Design as to when it can be worked on/completed. You will be liable for any extra costs involved due to price rises since your quotation was agreed and work was commenced – you will be notified if this is applicable.

Only amendments agreed will be included in your estimate. Anything extra will be added at extra cost. We currently charge £35 an hour or we have a monthly maintenance package available for £30 a month. Please contact us to discuss this.

Hosting & SSL Certificates are not included (unless purchased with us).

When providing testimonials to use within your website, in line with GDPR, please note that we are only able to upload the initials of your customers. It is **YOUR** responsibility to ensure your customers who are providing ones directly to you know that you will be displaying them in this way. By supplying them to us, you are admitting responsibility to this.

For work undertaken, we may use a screenshot of it for promotional purposes. This may include in our website portfolio and for social media use.

You will not be added to any mailing list without your consent.

All domain names (Web addresses) purchased through A R Website Design will be owned by A R Website Design. If you wish to transfer the domain name away from A R Website Design or wish to change the registrant ownership details, a fee of £12.00 will apply. Fees for other domain name extensions ie .com, .net, .co will apply and costs vary so please contact us for more information.

More terms & conditions can be added by A R Website Design at any time should there be a need to. These will be updated on the website and therefore available for you to view there.

## **COPYRIGHT**

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## **DISCLAIMER**

A R Website Design makes every effort to ensure that the information contained in this website is accurate and current. However, we give no warranty or undertaking as to the quality or freedom from error, or freedom from computer virus of the contents of this site. Access and use of this site is entirely at your own risk.

This website is in continuous development and we reserve the right to permanently or temporarily alter content without notice. All information is subject to change without notice.