



HOA Online Resource, LLC
PO BOX 5562
Manchester, NH 03108
(603) 556-2775
www.hoaonlineresource.com

Association Website Agreement

(Customer/Management Company) 1/19/17 (Date)
(Billing Address) Cloister Owners Association (Association Name)
(City) (State) (Zipcode) www.cloisteratsthenry.com (Website)
(Phone Number) (Fax Number) Brenda Butler, 615-243-5631 (Contact Name) bjbutler1@aol.com
(Email Address) David Stansberry (Authorized Signature)
David Stansberry, COA President

Fee Schedule

- Website Design Fee (One Time) \$300.00
Includes setup on HOA Online Resource servers and original design
Website Hosting, Maintenance and Support (Annual) \$300.00
Includes renewal of domain name, hosting of website on HOA Online Resource servers and unlimited support and training
Document Prep Fee \$1.00/pp
Scanning and converting your hard-copy documents to (.pdf) Adobe
*There is no charge to convert Microsoft Office documents to (.pdf)

Customer Checklist

To expedite the delivery of your website, please utilize the checklist below to help us with the design. Once a signed contract is received, it usually takes 24 hours to put the website up on the server. Once payment is received we will point the domain name to the server.

- Photographs Color Schemes Community Logo (If applicable)

By signing this document, Customer agrees to be bound by the terms and conditions of this Agreement. HOA Online Resource shall be held harmless for any unauthorized or reproduced copyrighted works utilized on the Website without the express written consent of the original author. Website is owned and copyrighted by HOA Online Resource, LLC. Website shall be valid so long as HOA Online Resource continues business operations and Customers account is current in payments owed to HOA Online Resource. Upon cessation of business operations or Customers failure to keep account with HOA Online Resource current, this Agreement shall cease and Website may be removed from HOA Online Resource servers. Customer is solely responsible for the day to day administration of the website and its content. HOA Online Resource fees for use are described in the Fee Schedule above and may be adjusted by HOA Online Resource from time to time upon 30 days written notice to customer by US Mail. Fees for use are billable and payments due in advance of each billing period (annually upon contract date). Failure to pay said fees within 30 days of this date shall be construed as a violation of this agreement and will result in the removal of Website from HOA Online Resource servers. Customer may cancel their services at any time without a refund. Domain names are the property of Customer and shall be returned to Customer upon termination of services with HOA Online Resource if the account is current and pending no litigation from outside sources concerning Website. The terms and conditions of this website may be modified at any time, to view the most current terms and conditions, please visit www.hoaonlineresource.com/legal or contact us directly at support@hoaonlineresource.com or call the legal department at (603) 556-2775.