



## **New Business Communication Package (package)**

### **Terms and Conditions**

The New Business Communication Package is sold as a complete package. No alterations or substitutions are allowed. For different products please contact us for pricing. Gage reserves the right to change the package details and/or pricing at anytime. Taxes are not included in the advertised price. Logo design, Slogan and information used in package must comply with trademark and business laws governed by the Province of Ontario, Canada and that responsibility is solely that of the client. Completion time for package can vary based on receiving information, approval of proofs and will be discussed at time of purchase.

### **Details of Package**

**New logo design** – 2 new custom designs created with one revision allowed to chosen design.

**Slogan** – Consultation with client to identify a phrase that represents their business and the slogan mutually chosen will be accepted by the client as final.

**Letterhead** – A one time design of a custom letterhead will be created based on the logo designed. This will be a basic letterhead design with one revision allowed. 100 sheets of letterhead will be printed one side on 24lb white bond. A digital version of the letterhead will be provided in a Microsoft Word document. 100 blank white business envelopes are included.

**Business Cards** – A one time design of a custom business card will be created based on the logo designed. This will be a basic business card design with one revision allowed. 500 full colour business cards will be printed one side on 12pt. coated stock.

**Post Cards** - A one time design of a custom post card will be created based on the logo designed. This will be a basic post card design with one revision allowed. 1000 full colour 4" x 6" post cards will be printed both sides on 12pt. coated stock.

**Self Inking Stamp** – A custom designed Colop Printer 30 self inking stamp in black, red or blue ink.

**Website Design** – A website will be created based on a custom designed site wide template that will allow for one revision. A home page and 2 additional pages will be added using the site wide template. Text and image content must be supplied by the client. A maximum of two images are allowed per web page. A half hour search engine optimization consultation is included and the results will be incorporated in the coding of the home page only and recommended for home page content.

**Web Hosting and Domain Registration** – Included in the package is one year of web hosting to host the website. Up to 5 email accounts are included. After the one year term expires regular hosting fees will apply, billed annually. A domain name will be mutually agreed upon and registered for one year. After the one year term expires regular domain registration fees will apply, billed annually.

Client Signature \_\_\_\_\_ Date \_\_\_\_\_