

CONTRACT AGREEMENT FOR SERVICES PROVIDED

This Contract for Services is made effective as of October 28, 2013 by and between **CLIENT'S COMPANY** ("CLIENT") of [CLIENT ADDRESS] and **ALX Creative Marketing Agency, Inc.** ("ALX") of 85 Main Street Suite C9, Peabody, Massachusetts 01960.

1. DESCRIPTION OF SERVICES.

Beginning on October 28, 2013 **ALX** will provide to **CLIENT** the following services (collectively, the "Services"):

- Design and create a functional informational website for the non-profit organization including the following features:
 - Content Management System integration, allowing **CLIENT** the ability to update and add as many pages as will be necessary
 - Key informational pages will be created, with content provided by **CLIENT**. **CLIENT** will have the ability to edit future content and create future pages
 - Website search functionality
 - 'Contact Us' form
 - Links to social media pages
 - Attractive design and user interface
- Design and create printed advertising materials, including
 - Logo design
 - Business Cards
 - Stationary

2. PAYMENT

Payment shall be made to **ALX Creative Marketing Agency**, Peabody, Massachusetts 01960 in the amount of \$949.00 for web design and hosting upon executing this Contract.

In addition to any other right or remedy provided by law, if **CLIENT** fails to pay for the Services when due, **ALX** has the option to treat any such failure to pay as a material breach of this Contract, and may cancel this Contract and/or seek legal remedies.

3. TERM

This Contract will terminate automatically upon completion by **ALX** of the Services required by this Contract. An email notice by one party will suffice.

4. AMENDMENT

This Contract may be modified or amended in writing by mutual agreement between the parties, if the writing is signed by the party obligated under the amendment.

5. GOVERNING LAW

This Contract shall be construed in accordance with the laws of the State of Massachusetts.

6. TIMELINE

The following is an estimate of the duration of each phase of the project, under the assumption that **CLIENT** is able to provide materials requested by **ALX** within the time frame.

Phase	Estimated Time for Completion	Materials Deliverable	Cost
Web hosting	1 Day	Choose and reserve domain name	\$149/year
Logo	1 Day		Included
Stationary	1 Day to design Shipping time is variable		TBD, variable on # of copies ordered
Website Launch	7 Days	All Media (includes photography, video and PDF documents). Typed mission statement.	\$800
CMS Training	Variable on CLIENT availability	Come to ALX office to receive training	Included
Total	10 days		\$949

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized representatives as of the date first above written. Director for **CLIENT**, and Alex Andrade, President for ALX, effective as of the date first above written.

Service Recipient:

CLIENT

By: _____
CLIENT DIRECTOR

Service Provider:

ALX Creative Marketing Agency

By: _____
Alex Andrade