



Website Maintenance



Our Services

Search Engine Marketing

- Search Engine Optimization*
- Pay Per Click Management*
- Link Building*
- Directory Submission*
- Social Media Marketing*

Website Design

- Website Hosting*
- Domain Registration*
- Blog Setup & Installation*

Content Development

- Press Release Copywriting*
- Press Release Distribution*
- Article Copywriting*
- Article Submission*
- Blog Copywriting*
- Video Production*

Education

- SEO Training*
- Pay Per Click Management*
- Website Maintenance Training*
- Blog Training*

Our Clients

- Home Services and Repair
- Industrial Services
- Insurance
- Law
- Management Consulting
- Manufacturing
- Media
- Medical
- Private Equity
- Realty
- Retail
- Software
- Technology Consulting
- Training

Directory One offers three website maintenance plans:

- 2 hours per month
- 4 hours per month
- 6 hours per month

There's no limit or minimum number of months.

There is a 10% discount for prepayment in full of all maintenance contracts of six or more months.

Directory One's website maintenance plans include adding or updating:

- Client Provided Content
- Graphics
- Navigation
- Contact Info/Page
- Site Maps

Why Choose Directory One?

Experience

The Directory One website maintenance team is made up of six full time professionals each with more than seven years of web design experience.

Customer Service

Directory One's web maintenance experts are friendly, courteous, and most importantly, responsive to your web maintenance needs. They will always provide an estimate of the number of hours it should take to do the job and notify you by telephone or email upon completion.

Directory One Inc.

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sales@DirectoryOne.com

Website Maintenance Contract

This website maintenance agreement is between _____ and Directory One, Inc.

Monthly Maintenance Plans

No. of Hrs. Per Month	Rate Per Hr.	Amount Per Month	No of Months
<input type="checkbox"/> 2	\$150	\$ 300	_____
<input type="checkbox"/> 4	\$150	\$ 600	_____
<input type="checkbox"/> 8	\$150	\$1200	_____

Amount due at signing is the 1st month's maintenance fee as indicated above. The monthly maintenance fee is due and payable on or before the _____ day of each month that you wish to continue your maintenance.

Six Month Discounted Prepaid Maintenance Plans

No. of Hrs. Per Month	Rate Per Hr.	Amount Per Month	No of Months	Total Discounted Amount	
<input type="checkbox"/> 2	\$150	\$ 300	6	\$1800 - \$180	\$1620
<input type="checkbox"/> 4	\$150	\$ 600	6	\$3600 - \$360	\$3240
<input type="checkbox"/> 8	\$150	\$1200	6	\$7200 - \$720	\$6480

Amount due at signing is the total amount of the contract less a 10% discount for pre-payment in full as indicated above. Prepaid agreements are for a period of **six** months.

Terms and Conditions

There is a minimum of two hours per contract.

I have read and understand the website maintenance plan selected including the management services Directory One will provide in accordance with it.

I agree to pay for services rendered in a timely manner. If my payment is over 30 days past due, I agree to pay the full amount of the original bill plus a 5.0% late-payment fee.

Directory One will not be held liable for any amount above the fees paid. Directory One will not refund any deposits or payments, once seven days have passed. This agreement is legally binding seven days from the signing of this contract. This agreement will remain in effect for the term stated above.

Domain Name: _____

Company Name: _____

Billing Address: _____

Email Address: _____

Phone Number: _____

Fax: _____

Alternate Contacts: _____

Type of Credit Card: _____ CVC # _____

Credit Card Number: _____ Expiration Date: _____

Credit Card Billing Address (if different than above): _____

Yes, I authorize Directory One, Inc. to charge my credit card **monthly** for the amount due for services.

Yes, I authorize Directory One, Inc. to charge my credit card for **a one time** amount due for services.

I, _____ (print customer name), assert that I am a person employed by _____ (company name), that I have authority to make decisions concerning this company's web presence, and that I have the authority to promise payment for the services rendered by Directory One, Inc. I assert that I have read the above referenced website maintenance plan and contract and that I understand fully the contents of both including the payment promised by the aforementioned company to Directory One, Inc. and the services promised by Directory One, Inc.

Customer Signature: _____ Date: _____

I, _____ (print representative's name) assert that I am a representative of Directory One, Inc. and that I have authority to market Directory One's services. I assert that I have explained to the best of my ability the features of the above referenced website maintenance plan. I have not intentionally misled the client in any way regarding the services owed by Directory One, Inc.; nor have I intentionally misinformed the client concerning his or her payment obligations.

Representative's Signature: _____ Date: _____