WEBSITE SERVICES AGREEMENT — STANDARD

Victoria, Australia

This agreement is between the Provider and Client identified below. It starts on the date the last party signs. The Schedule and clauses below together form the Agreement.

Parties and commercial schedule

Provider legal identity	Alexander Johnston trading as SiteHatch (sole trader)
ABN	55 438 234 188
Provider contact	contact@sitehatch.com.au | 0420 143 392
Client legal name / trading name	[CLIENT LEGAL NAME] / [CLIENT BUSINESS NAME]
Client ABN and address	[CLIENT ABN] | [CLIENT BUSINESS ADDRESS]
Client representative and email	[NAME / POSITION] | [EMAIL]
Website / domain	[WEBSITE URL / DOMAIN]
Package	Standard — one-page website with services, reviews (if supplied), FAQ and contact sections
Setup fee	$799, payable before go-live
Monthly fee	$95 from go-live; recurring until termination
Initial commitment	Three months from go-live; total $1,084 ($799 + 3 × $95), excluding domain renewals and approved extras
Small edits	Three included in total after setup payment; additional eligible small edits $50 each
Hosting / domain	Hosting and domain administration included while active; domain registration/renewal fees charged at cost
Special requirements / exceptions	[INSERT OR "NONE"]

Fees are in Australian dollars. Provider is not presently registered for GST and does not charge GST. If GST becomes applicable, clause 5.6 governs future charges.

Signatures

Provider signature / date	_____ / _____
Client authorised signature / date	_____ / _____
Client signatory name and capacity	_____

1. Definitions and interpretation

1.1 "Business Day" means a day other than Saturday, Sunday or public holiday in Victoria. "Client Content" means materials, information and instructions provided or approved by Client. "Deliverables" means the finished website and agreed project-specific outputs, excluding Provider Materials and Third-Party Materials. "Go-Live" means the date the website is first made publicly accessible with Client approval under clause 4. "Provider Materials" means pre-existing or reusable templates, frameworks, libraries, processes and tools. "Third-Party Services" include registrars, hosts, DNS, content-management systems, plugins, analytics and payment processors.

1.2 A reference to writing includes email. “Including” does not limit the preceding words. If this Schedule conflicts with a clause, an expressly agreed special requirement prevails only for the subject it addresses.

2. Scope and exclusions

2.1 Provider will design and build one responsive, one-page informational website containing the agreed services, reviews (if supplied), FAQ and contact sections, and provide hosting and domain administration while the recurring service remains active. The precise content and design are determined from the Client’s approved brief and materials.

2.2 Unless expressly included in a signed change order, services exclude e-commerce, payment processing integration, booking systems, custom software, accessibility certification, legal/privacy policy drafting, copywriting, photography, search-engine ranking guarantees, paid advertising, complex integrations, ongoing content creation and regulatory compliance advice.

2.3 The parties must approve material changes to scope, cost or timetable in writing before the work begins. Provider may decline a change request. A change order identifies the work, fee, dependencies and estimated delivery date.

3. Client inputs and approvals

3.1 Client must provide accurate and timely information, access, feedback, licences and approvals, and nominate one authorised contact. Client warrants it has necessary rights and consents for Client Content, including photos, reviews and personal information.

3.2 Client is responsible for its business claims, pricing, licensing, qualifications, product descriptions, privacy notices, marketing consents and legal compliance, except to the extent Provider independently creates or alters content contrary to Client instructions or applicable law.

3.3 Client must review previews, test contact details and links, and promptly identify errors. Approval does not waive rights that cannot lawfully be waived. Provider must not fabricate testimonials, qualifications, licences or claims.

4. Delivery, testing and go-live

4.1 Provider aims to present a website for review within five Business Days after signing and receiving all required inputs, access and agreed payments. This is a target, not a guaranteed completion date. Provider will notify Client of material delays and revised estimates; delays caused by Client or third parties extend the schedule reasonably.

4.2 Provider will provide a review link or equivalent preview. Client will give consolidated written feedback within five Business Days where reasonably practicable. Provider will correct material departures from the agreed brief without additional charge. Additional or changed requests are handled under clause 2.3.

4.3 Provider will not intentionally publish the website without Client’s written go-live approval, except where the parties expressly agree otherwise. The parties will record the go-live date by email. Provider will use reasonable care in deployment and verify the agreed primary contact functions.

4.4 Provider will correct reproducible defects caused by its failure to meet the agreed specification when notified within 30 days after go-live, without extra charge. This does not cover new requirements, Client changes, third-party changes or issues caused by Client or other suppliers. Statutory rights are unaffected.

5. Fees, payment and GST

5.1 The $799 setup fee is payable via the agreed Stripe link before work commences, unless the Schedule expressly states a different milestone. Provider need not begin work until cleared payment and required inputs are received. The $95 monthly recurring fee begins on the recorded go-live date and is collected monthly through the agreed Stripe payment method. No recurring charge is authorised before go-live.

5.2 Client authorises recurring charges expressly agreed in the Schedule and may update payment details. Provider will issue receipts/invoices and disclose any third-party payment processing charges before they are incurred.

5.3 Three eligible small edits are included in total after payment of the setup fee, not three per month. A small edit changes existing content and reasonably takes less than one hour. Each additional small edit costs $50, subject to Client approval before charging. Requests requiring one hour or more, new pages, redesign, new features, photography or logos require a written quote and approval.

5.4 If an undisputed amount is overdue, Provider will give written notice and at least 14 days to remedy before suspending non-essential services, subject to law and clause 9. Provider will take reasonable steps to avoid avoidable data loss and notify Client before suspension. After payment, Provider will use reasonable efforts to restore service within two Business Days, subject to third-party dependencies.

5.5 No automatic escalating late fee applies. Provider may seek reasonable, documented recovery costs actually incurred where lawfully recoverable, and statutory interest only if applicable. A disputed amount must be raised promptly and in good faith; undisputed amounts remain payable.

5.6 If Provider becomes required to register for GST, it may add legally applicable GST to future taxable supplies after at least 30 days' written notice, with a compliant tax invoice. Provider may change future monthly prices on 30 days' notice; Client may terminate before the change takes effect without early-exit fees, including during the initial term. The setup fee is fixed after signing.

5.7 Fees for services properly supplied are not refundable merely because Client changes its mind, but this does not limit statutory remedies or refunds due for Provider breach or other legal entitlement.

6. Hosting, domain and third-party services

6.1 Provider will arrange hosting and administer DNS/domain settings as reasonably necessary. The domain is to be registered in Client's legal name where registry rules permit; Client remains the registrant and must maintain accurate registration information. Domain registration and renewal charges are passed through at cost with prior notice.

6.2 Hosting, registrar, DNS, content-management, email, security, analytics and payment providers may impose separate terms and experience outages, security events, price changes or discontinued features. Provider remains responsible for its own contractual duties and reasonable care in selecting and administering services; it does not guarantee third-party uninterrupted performance.

6.3 Provider does not guarantee continuous availability, fixed uptime, specific search rankings, sales, leads or revenue. Provider will use reasonable efforts to investigate and address incidents within its control and communicate material service interruptions.

6.4 Client must not provide raw card numbers or sensitive personal data to Provider by ordinary email. Any payment collection must use a reputable payment processor under a separately approved scope and allocation of compliance responsibilities.

7. Maintenance, edits and security

7.1 During paid service Provider supplies the services specifically described in Schedule A, not unlimited maintenance. Additional tasks, upgrades, emergency recovery and third-party charges require a separately accepted quote unless expressly included. Provider must exercise due care and skill in all services it agrees to perform.

7.2 Written small-edit requests received during support hours will ordinarily be acknowledged within two Business Days and targeted for completion within five Business Days after complete instructions and access are received. These are targets, not guaranteed resolution times; Provider must promptly communicate material delays. Incident priorities and contact arrangements are in Schedule A.

7.3 Provider must use reasonable, proportionate security safeguards for systems it administers, including unique access credentials, multifactor authentication where supported, least-privilege access, secure credential handling, and reasonable attention to known critical vulnerabilities. Schedule A identifies responsibility for platform, plugin and security updates. Client must secure its own accounts and devices, approve access changes and promptly report suspected compromise. Neither party guarantees absolute security.

7.4 Backups and restoration are governed solely by the selected, completed Backup Election in Schedule A. Unless the parties have expressly selected and operationally verified a Provider-managed backup option, Client remains responsible for arranging and verifying independent backups. Provider must not claim backups or recoverability that have not been verified. Restoration is separately chargeable unless expressly included or required as a remedy by law. No arrangement guarantees zero data loss.

7.5 A party becoming aware of a suspected material security incident affecting the website or Client data must notify the other without undue delay using the incident contacts in Schedule A, provide reasonably available facts, preserve relevant evidence where practicable and cooperate in containment and recovery. Each party retains its own applicable legal reporting obligations. Provider may take proportionate urgent protective steps with prompt notice. Neither party may make public statements on the other's behalf without authority, except as required by law.

8. Intellectual property and licences

8.1 Client retains ownership of Client Content. Client grants Provider a non-exclusive licence to use, adapt and display Client Content solely to provide the services, maintain the site and demonstrate work as permitted by clause 8.5.

8.2 Provider retains ownership of Provider Materials and grants Client, after payment of all amounts properly due for the Deliverables, a perpetual, non-exclusive, worldwide licence to use and modify the Provider Materials incorporated into the delivered website for Client's business, subject to third-party licence restrictions. No standalone resale of Provider Materials is authorised.

8.3 To the extent Provider creates bespoke copyright material specifically for Client and owns it, Provider assigns that copyright to Client upon full payment of the relevant fees, excluding Provider Materials and Third-Party Materials. Provider will reasonably identify material third-party licence restrictions.

8.4 Client must comply with third-party software, font, image and platform licence terms. Provider must not knowingly introduce unlicensed materials. Each party is responsible for rights it supplies or independently selects.

8.5 Provider may display the public website and Client business name in its portfolio unless Client opts out in writing. Provider must not disclose confidential non-public material or imply endorsement.

9. Suspension, term, termination and exit

9.1 The initial service term runs for three months from go-live, then continues month to month. After the initial term either party may terminate on 30 days' written notice. The parties may agree an earlier date in writing.

9.2 If Client ends for convenience during the three-month initial term, Provider may recover only its reasonable, demonstrable net loss directly caused by early termination, taking account of costs avoided and reasonable mitigation, capped at the unpaid monthly fees for the balance of the initial term. No such charge applies where termination follows Provider's unremedied material breach, a permitted price-change termination, or a non-excludable legal right. Provider will give an itemised calculation on request; no double recovery is permitted.

9.3 Either party may terminate for material breach not remedied within 14 days after written notice identifying the breach, or immediately if the breach is incapable of remedy or continued performance would be unlawful. Provider may suspend urgently where reasonably necessary to address an actual security threat or unlawful content, with prompt notice and proportionate measures.

9.4 On termination Provider must give the Client reasonable advance written notice of the scheduled hosting cessation date and available transfer steps, and must not stop hosting before the agreed termination date except for lawful urgent suspension. Client must arrange replacement hosting. The parties will cooperate reasonably on a documented migration plan; Provider does not guarantee compatibility with another host.

9.5 On written request within 30 days after termination, Provider will within seven Business Days supply a reasonably available export of Client Content and website files in their existing standard export formats, together with domain registrar details, transfer/authentication codes and Client-owned account access where lawfully available, subject to identity checks and third-party licensing. Provider must not hold Client-owned domain access hostage over a disputed charge. Third-party subscriptions, proprietary reusable tools and unsupported platform exports are excluded unless otherwise agreed. Material migration labour requires an advance written quote. A written handover record will identify files, credentials, outstanding dependencies, transfer date and responsibilities.

9.6 Unless a longer period is required by law, Provider may delete remaining working copies of Client website data 30 days after the later of termination and completion of an agreed export, after notifying Client of the deadline at least seven days beforehand. Routine system backups, if any, may persist for the disclosed rotation period in Schedule A; legally required records may be retained securely. Provider will reasonably protect retained data and delete it when no longer required. This clause does not authorise destruction contrary to applicable law or an agreed preservation obligation.

10. Confidentiality and privacy

10.1 Each party must protect the other's non-public confidential information with reasonable care, use it only for the Agreement, and disclose it only to persons who need to know and are under appropriate confidentiality obligations, or as legally required.

10.2 Each party must comply with privacy and data protection laws applicable to it, including the Privacy Act 1988 (Cth) where applicable. Client is responsible for the lawful collection, notices, consents and purposes of personal information collected through its website; Provider is responsible for handling personal information in its possession lawfully and in accordance with agreed instructions.

10.3 Client must not request processing of sensitive information, regulated payment data or special security compliance without a separate written scope and risk assessment. If Provider handles personal information, the parties will document access permissions, authorised uses, incident contacts, subcontractors and retention arrangements. Provider must use reasonable safeguards and notify Client of relevant incidents without undue delay; each party must assess whether the Privacy Act 1988 (Cth), Notifiable Data Breaches scheme or other obligations apply to it.

11. Warranties and Australian Consumer Law

11.1 Provider will perform the services with due care and skill and in accordance with applicable law. Except for express promises and non-excludable statutory rights, no particular business result is warranted.

11.2 Nothing in this Agreement excludes, restricts or modifies any guarantee, remedy or liability that cannot lawfully be excluded, restricted or modified, including under the Australian Consumer Law.

11.3 Only where permitted by section 64A of the Australian Consumer Law and where fair and reasonable in the circumstances, liability for breach of an applicable consumer guarantee relating to services may be limited, at Provider's election, to resupplying the services or paying the cost of having them resupplied. This clause does not apply where the law prohibits that limitation.

12. Liability allocation

12.1 Each party remains responsible for loss to the extent caused by its own breach, negligence or unlawful conduct. Neither party is responsible to the extent loss was caused or increased by the other party's acts, omissions or failure to take reasonable mitigation steps.

12.2 Subject to clauses 11 and 12.4, neither party is liable for remote or unforeseeable consequential loss. This does not automatically exclude direct loss merely because it includes lost revenue or profit; the nature of the loss and applicable law govern.

12.3 Subject to clauses 11, 12.4 and 12.5, Provider's total aggregate liability for all claims arising out of the same event or series of connected events, whether in contract, tort (including negligence) or otherwise, is limited to the greater of $1,500 and the fees paid or payable for the services during the 12 months immediately preceding the first event giving rise to the claim. Related claims count as one event; separate events are not automatically subject to a single lifetime cap. This proposed allocation is subject to fairness, applicable law and solicitor review, having regard to the service price, reasonably foreseeable loss and available insurance.

12.4 The exclusions and cap do not apply to fraud, wilful misconduct, or any liability that cannot lawfully be excluded or limited. They also do not prevent relief for misuse of intellectual property or confidential information where such limitation would be unlawful or unfair. Whether a particular indemnity or security incident falls within the cap depends on its nature and applicable law; clause 13.2 is within the cap only to the extent legally permissible and fair. Nothing here limits statutory remedies or creates a blanket exclusion for Provider-caused data loss or negligent security practices.

12.5 The parties acknowledge that the cap and exclusions are intended as a proportionate allocation of risks, not a waiver of mandatory rights. Client may request a written variation before signing, including increased liability protection for a separately priced higher-risk service. No acknowledgement alone establishes that a term is fair or enforceable under Australian unfair contract terms law.

13. Third-party claims and indemnities

13.1 Client indemnifies Provider against reasonable third-party losses, liabilities and legal costs to the extent directly caused by (a) Client Content infringing third-party rights, (b) Client's materially false or unlawful business claims, or (c) Client's unlawful use of the website. The indemnity is reduced to the extent Provider caused or contributed to the claim and does not apply where Provider knew content was unlawful and used it anyway.

13.2 Provider indemnifies Client against reasonable third-party losses, liabilities and legal costs to the extent directly caused by Provider's knowing inclusion of unlicensed material independently selected by Provider, excluding Client Content and third-party materials used in accordance with their licences.

13.3 An indemnified party must promptly notify the other of a claim, reasonably mitigate loss, allow reasonable participation in defence, and not agree a settlement imposing obligations on the other without its written consent (not unreasonably withheld). Neither indemnity removes non-excludable rights.

14. Disputes and notices

14.1 A party raising a dispute will give written particulars and allow at least 14 days for good-faith negotiation before starting mediation proceedings, except for urgent injunctive relief, debt preservation, statutory rights or where delay would prejudice a party.

14.2 Notices may be sent to the emails in the Schedule, with reasonable evidence of sending; a party must notify the other of changed contact details. Notices are deemed received when capable of being retrieved at the nominated email address, unless a bounce-back or delivery failure is received.

15. General

15.1 Victorian law governs this Agreement and courts with jurisdiction in Victoria may hear disputes, subject to mandatory law.

15.2 Neither party may transfer this Agreement without the other's written consent, not unreasonably withheld, except for a genuine business sale that does not materially prejudice the Client. If Provider incorporates, the new company does not automatically replace the named sole trader; the parties must sign a new agreement or effective written novation. Incorporation does not retrospectively eliminate existing personal obligations.

15.3 Provider may engage suitable subcontractors and third-party providers to perform services, subject to confidentiality, appropriate access controls and applicable privacy requirements, and remains responsible for contractual performance. Provider will disclose material subprocessors with access to Client personal information on request. Neither party is liable for delay beyond reasonable control if it promptly notifies the other and mitigates reasonably; payment for services already properly supplied remains due.

15.4 This Agreement and approved change orders are the entire agreement and may be varied only in writing agreed by both parties. Invalid provisions are severed to the minimum extent required without undermining mandatory rights. No waiver arises from delay. Electronic signatures and counterparts are permitted where legally valid.

16. Additional project, platform and transition protections

16.1 Approved project specification. Before development starts, the parties must identify in Schedule B the agreed page sections, principal functions, contact form destination, supported platform, material integrations, supplied assets and any specific accessibility or performance requirements. Items not identified are not included merely because they appear on another website or in preliminary discussions. Provider remains bound by express representations and applicable statutory rights.

16.2 Dependencies and change control. Client must supply reasonably requested information and access in a timely manner. If a material dependency is missing, Provider will identify it in writing, explain the likely effect and give a revised reasonable delivery estimate. Additional services require a written description, price or pricing method and Client approval before commencement. Silence does not constitute approval of additional charges.

16.3 Browser and platform compatibility. At go-live, Provider will use reasonable care to make the agreed informational website function on current generally supported versions of mainstream desktop and mobile browsers identified in Schedule B. Changes introduced after acceptance by browsers, operating systems, hosting platforms or third-party software may require separately

quoted remediation, except where the problem results from Provider's breach, negligence or a non-excludable legal obligation.

16.4 Service window and escalation. Ordinary maintenance is available during the confirmed support hours in Schedule A. Outside those hours, no guaranteed monitoring or response is supplied unless a separate paid service is expressly agreed. A reported critical incident will be triaged according to Schedule A; acknowledgement and restoration estimates are targets, not warranties of uninterrupted operation. Provider must not promise capabilities that its hosting supplier does not support.

16.5 Domain and platform portability. Client is to be the domain registrant wherever registry rules permit. Provider will identify any non-transferable hosted features or third-party licences before the Client commits to them, where reasonably known. At exit, Provider will provide a usable export of Client-owned content and the website components that are reasonably exportable, together with a list of material dependencies and reasonable transfer instructions. No obligation arises to deliver proprietary source code or third-party materials beyond rights granted under clause 8.

16.6 Confidential information return. Within 30 days after termination, on written request, each party will return or securely delete the other party's confidential information in its possession, subject to lawful retention, security logs, routine backup cycles and the ongoing rights under this Agreement. A party retaining information must continue to protect it and must not use it for new purposes.

16.7 Dispute escalation and mediation. After the written notice and good-faith negotiation period under clause 14, either party may propose mediation by a mutually agreed independent mediator in Victoria. The parties will share the mediator's fees equally unless otherwise agreed. Mediation is voluntary unless separately agreed in writing, and neither party is prevented from seeking urgent relief, exercising statutory rights or pursuing an otherwise available court or tribunal remedy.

16.8 Continuity during disputes. While a genuine fee or service dispute is being addressed, Client must pay undisputed amounts and Provider must continue undisputed, paid-for services where reasonably practicable, subject to the proportionate suspension and security rights in clauses 5 and 9. Neither party is required to perform unlawful work or expose systems to an immediate material security threat.

16.9 Project cancellation before go-live. If Client cancels before go-live, Provider may invoice for work properly performed and authorised non-refundable third-party costs incurred up to cancellation, less amounts already paid, subject to applicable law and reasonable mitigation. Any excess prepaid amount will be refunded. Provider will give a reasonable itemisation on request; no blanket forfeiture applies.

16.10 Service descriptions and third-party reliance. Provider will maintain a reasonably accurate inventory of material hosting, DNS, registrar and platform dependencies in Schedule A. Provider is not an insurer of third-party availability, but remains responsible for its own selection, configuration, administration, contractual promises and reasonable incident response. Any advertised backup, security, SEO or maintenance feature must be expressly included in Schedule A before it is promised to a Client.

16.11 Liability interpretation. Clause 12 applies to claims in contract, tort (including negligence), statute or otherwise only to the extent legally permissible. Connected claims are aggregated as stated in clause 12.3, and the liability cap must not be read to defeat non-excludable consumer guarantees or an otherwise applicable statutory remedy. Neither an indemnity nor an insurance policy automatically expands or extinguishes the other party's rights. The commercial reasonableness of the cap must be reviewed against the specific risk profile before signing.

16.12 No personal guarantee. A signatory executing on behalf of a company does so solely in their stated representative capacity unless a separate express personal guarantee is signed. This does not protect an individual from liabilities imposed directly by law, and does not change the fact that the currently named Provider is a sole trader.

Schedule A — Service levels, hosting and backup election

A1. Hosting and service inventory

Hosting platform/provider: [INSERT]. Website platform/CMS: [INSERT]. Registrar and domain account owner: [INSERT]. Hosting account owner: [INSERT]. Third-party subscriptions and renewal payer: [INSERT]. Client-facing email hosting is [INCLUDED / EXCLUDED].

A2. Included monthly services

Included for $95/month: hosting connection and ordinary DNS/domain administration; reasonable technical administration of Provider-controlled components; handling of approved small edits under clause 5.3. Platform updates: [PROVIDER / CLIENT / THIRD PARTY]; plugin updates: [PROVIDER / CLIENT / NOT APPLICABLE]; malware monitoring: [SPECIFY OR NOT INCLUDED]; uptime monitoring: [SPECIFY OR NOT INCLUDED]. No 24/7 support, guaranteed uptime, SEO, unlimited content changes or emergency restoration is included unless expressly added.

A3. Support and incident response

Support hours: [e.g., 9 am–5 pm Melbourne time, Business Days — CONFIRM]. Support email: [INSERT]. Security incident contact: [INSERT]. Routine request acknowledgement target: two Business Days; eligible small-edit completion target: five Business Days after complete request. Material outage: acknowledgement target [INSERT] during support hours; investigation and status updates [INSERT]. These are targets, not guaranteed resolution times. For emergencies outside support hours: [NO SERVICE / SEPARATELY QUOTED ARRANGEMENT].

A4. Backup election — select one before signing

[ ] OPTION 1 — CLIENT-MANAGED: Provider does not supply backups or restoration; Client must independently arrange, test and maintain backups. Provider will give reasonable access information to facilitate Client backup where technically available.
[ ] OPTION 2 — PROVIDER-MANAGED (ONLY IF OPERATIONAL): Provider creates backups of [FILES / DATABASE / BOTH] every [FREQUENCY], stores them at [LOCATION / PROVIDER], retains [NUMBER / PERIOD], tests restoration [FREQUENCY], and aims for a recovery point of [PERIOD] and recovery time of [PERIOD], both non-guaranteed targets. Backup/recovery fee: [INCLUDED / $___]. Incident restoration labour: [INCLUDED / QUOTED]. Client remains responsible for independent copies of business-critical information.
Selection: [ ] Option 1 [ ] Option 2. Client initials: _____ Provider initials: _____. If neither is selected, Option 1 applies, but Provider must expressly draw this to Client's attention before signing.

A5. Client delays and suspension

If Client fails to provide essential content, approval or access, Provider will notify Client of the missing item and revised timetable. If no response is received within 15 Business Days, the parties will confer about rescheduling or terminating; no automatic go-live or monthly charge arises from silence. Any temporary suspension requested by Client requires written agreement on duration, fees, security, domain renewal and data preservation.

A6. Exit and data handover

At termination Provider will supply an export and transfer record under clause 9.5. Planned hosting end date: [INSERT AT TERMINATION]. Available export format: [INSERT]. Client must arrange replacement services and update payment details with relevant third parties. Retention/deletion timeline follows clause 9.6; backup rotation (if any): [INSERT / NOT APPLICABLE].

Schedule B — Client-specific service and risk details

- Approved website brief / deliverables: [ATTACH OR DESCRIBE]. Include current supported browsers, contact form destination, material integrations and go-live acceptance tests.
- Client-provided content and permissions: [LIST / ATTACH].
- Data collected through site: [CONTACT DETAILS ONLY / OTHER — DESCRIBE].

- E-commerce, bookings, payments or sensitive data: EXCLUDED unless separately contracted.
- Additional paid features, insurance or negotiated liability arrangements: [NONE / DETAILS].
- Client approval of Schedule A and B: signature/initials _____ date _____.