



## ST. GEORGE DESIGN GROUP

**From:**

Saint George Design Group LLC.

1207 Sycamore St.

Ashland, KY 41101

Tax ID: 47-3917946

george@saintgeorgedesign.com

Invoice Number	INV-183000291
Invoice Date	March 2, 2023
Due Date	March 2, 2023
<b>Total Due</b>	<b>\$0.00</b>

**To:**

BAY AREA TRANSPORT REFRIGERATION

22409 Thunderbird Place

Hayward, CA 94545

lewis@batr.us

**Scope of project:**

- Design a new Bay Area Transport Refrigeration website to establish a web presence
- Website should gather new business from organic searches in your area
- Features include both Sales & Rentals
- Website will also include the following services/products: Refrigeration, Liftgates, Parts & Services
- Goal is to appear on the top-half of search terms (Transport Refrigeration) within 6-months of launch
- Website design to meet or exceed all web standards for speed, security, and user (admin) access
- Website will be mobile ready and display properly on desktop, tablets, and phones
- A custom Website 'Contact Form' will be designed with the client to narrow leads to the appropriate department

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### Website Build:

1. Initial design & development will be completed on the StGeorgeDEV Servers (client link will be provided)
  - a. Initial review & revisions will be made with client prior to migration
  - b. Once the initial design is approved, website will be migrated to the client's host and launched on their URL
2. Once the design work and content are uploaded; styled properly, and approved:
  - a. We will review with the client to secure an appropriate URL
  - b. We will assist in the acquisition of an appropriate host
  - c. Once items 1 & 2 have been completed, we will migrate the website to the client's new hosting plan

### Costs and Launch Date:

1. It will take roughly 4-6 weeks after the client has approved and retained our services
2. Estimate a launch date of late-March/early to mid-April 2023
  - a. This estimate is provided as a guideline - *actual delivery will depend on the actual acceptance of this proposal*
3. Cost for this project will be **\$2,850.00** billed in instalments:
  - a. A retainer of \$1,850.00 will start and secure our involvement on this project
  - b. The final instalment of \$1,000.00 will be due prior to migration onto the client's servers (client hosting plan)
4. An *Optional* Website maintenance service is available for a Quarterly fee of \$300.00
  - a. This fee is reviewed after 6-months (2-quarters) and revised upwards if more time is required

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- a. Website maintenance fees include all regular website security updates and the addition of new site content provided by client via Email

**Client Responsibility:** Aside from the fees outlined above, the client will be responsible for:

- 1. Securing a website host and registering their new URL
  - 1. We will assist and guide the client with these tasks
- 2. Client to provide quality logo, and images of products displayed on their website
  - 1. We request higher quality files as these will be edited and formatted for web use

Hrs/Qty	Service	Rate/Price	Adjust	Sub Total
1	Retainer to commence the design of the BATR Website per scope detailed above	\$1,850.00	0.00%	\$1,850.00

Sub Total	\$1,850.00
Tax	\$0.00
Paid	-\$1,850.00
<b>Total Due</b>	<b>\$0.00</b>

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Payment is due upon Receipt. Late payment is subject to fees of 5% per month.

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