Client: Professional Photographers Society of NYS
Address:
Phone:
Email: kelvin@ringold.net

Job Description

Website Proposal
Website, 14 pages maximum, built with templates
Flash Introduction
Basic Database
Photo Edits
How-to PDF (for site maintenance)

Deliverables

CD Archive
Website
Instructional PDF with directory structure
Process Book

Production Schedule

Milestones   Due Dates   Initial/Date
Contract Signing   3-12-08
Proposal   3-12-08
Prototype   3-31-08
Test site   4-07-08
Final site   4-17-08
Acceptance of Final   4-24-08

Materials needed   Due Dates   Initial/Date
Photographs   3-17-08
Logo
database info   3-17-08
hosting info   4-17-07

*Contingent upon reception of all required materials on time.

Copyright

SUNY Oswego student designers working on the PPS NYS Website maintain the rights to use this work in their portfolios.

I Agree to the terms and conditions of this contract

Client Signature  ____________________________  Date ____________
Designers Signatures  ____________________________  Date ____________

See back for terms
Photo edits
Developer(s) agree to a maximum of 80 photo edits. These will include only photography for which the client, PPS NYS retains release forms, and are held in the Client’s possession __________________. A photo edit includes any alteration to the original photo including cropping/resizing.

Revisions
The designers will submit a total of three roughs for the site template (one/designer) and one flash intro on Wednesday, March 12. Selection of design idea should be made at the latest by Monday, March 17, along with any feedback on the flash intro. Client will be given a test site for review on _______date. Revisions include any corrections such as typos and design adjustments, which conform to the original assignment description as presented in the proposal and/or were decided before developing the site. Other enhancements or changes will be given first option to the Developer to provide a bid to perform such enhancements.

Acceptance of Final
If all standards specified in this contract have been met then the Client will initial the acceptance of the final, which means that this project is done as far as this contract is concerned and neither parties are obligated any further.

Copy Protection
The Client must copy-protect all final art that is the subject of this agreement against duplication or alteration.

Credit lines
The Developer shall be given credit on Developer’s mark on art.