

### Maintenance Service

AverDesign offer an ongoing maintenance and update service that is paid monthly by standing order payments. This invaluable service starts for as little as £40 per month. Certain websites require more upkeep than others and therefore the price can vary between clients.

This service provides any updates and changes to the website that are required to keep it healthy, safe, secure and operating at its full potential.

#### **Maintenance & Updates:**

- Run a backup and make sure a current version of the site is securely stored
- Undertake necessary updates to website software and plugins
- Ensure all menu and social media links are connected
- Check any running forms are operating correctly
- Amending / changing any written text or photographs / pictures (up to 30 minutes) \*
- Provide website analytics
- Check hosting is operating correctly

#### **Terms and Conditions:**

Cancellation of this agreement can be made by giving written notice of one month – this can be via email.

This service does not include the cost of annual domain name, SSL certificates and hosting renewal. We are however available to provide assistance for the customer when purchasing these items.

New pages or design to current pages is not included and would either require a separate estimate for the work involved or carried out on an agreed hourly rate basis.

We will carry out any requested editing as soon as we possibly can, normally within 48 working hours (Mon to Fri).

\*After 30 minutes you will be notified of any additional costs. If unused, the 30 minutes does not rollover to the following month.

Monthly service payable in advance to be set up a standing order on the 1<sup>st</sup> day of the month.