

## This document outlines our Fee structure

### Hourly rates (£)

A Consulting	120
B Planning	120
C Design	80
D Programming	80
E Project management	40
F Copywriting	60
G Artworking	60
H System Administration	120
I Support	60
J Digital Production	80
K Training	60
L Online Marketing	60
M Content Management	40
N Admin	40

### Meetings

Client premises	£320 per half day, plus expenses
Our premises	£120 per hour or part there of

### On site training

For up to 6 people	£320 per half day (+ room and equipment hire, + travel expenses if applicable)
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### Support and maintenance

Support, maintenance and content management service from £240 per month (up to 4 hours, additional time charged at £60 per hour). Guaranteed response within 24 hours to technical enquiries received by telephone or email during business hours, though any resulting work may need to be scheduled for a later date. If no support contract, support enquiries will be charged at £20 per enquiry, plus £60 per hour.

### Domains

Registration of .co.uk, .net.uk, .org.uk domains – £10 (for two years)  
Registration of .com, .org, .net domains – £20 (for two years)  
Domain management: £60 per year, per domain.

### Third party fees

Secure trading (e-commerce payment service provider) £195 per year, + 1.5% on all transactions. £10 minimum monthly fee.

SSL certificate (required for ecommerce) – £100 per year.