



DESIGN PROCESS

Bellaworks Web Design is a full service web design and hosting company. Unusual in this industry, we provide one-on-one contact and accessible, personal service in a timely manner. Using the following steps, we take a website project from conception through follow-up maintenance:

- Initial free consultation regarding web needs and the purpose of the site.
- A proposal is provided to the client including price quote and proposed site navigation plan. The cost is based on the number of pages, the custom work to be done, programming needs, data base needs and text development requirements.
- Initially we create the 'look' of the site including custom graphics and/or artwork provided by the client, screen layout and navigation. This 'look' is carried throughout the site.
- Working with the client, we fine-tune the look and receive a sign-off by the client.
- Content material is provided by the client electronically unless scanning was included in the proposal. Text is provided as it is to appear on the page unless we are doing the writing. (Assistance with copywriting/text editing, photography, and graphic design is available as needed).
- As the site is being built, it is always visible to the client. Comments and ideas are welcome throughout the design and creation process. However, once the client has signed off on the "look" of the site, design changes cannot be made without incurring additional cost.
- When the site is complete and the client is totally satisfied, we publish the site to the host computer.
- We provide hosting through a top-ranked international web hosting company, or we can install the site on the web host of your choice. If the site contains a Bellaworks content management tool built for the client's ongoing use, the site must be hosted through Bellaworks.
- We optimize our websites for high level search engine recognition.
- We can provide registration with 100 of the most popular search engines.
- We provide maintenance of your site for an hourly fee.

Hosting:

- Hosting is provided by a highly accredited international web hosting company
- Basic hosting is \$15/month. This includes on-line use statistics and up to 5 email accounts.
- Hosting with content management capabilities starts at \$25/month, depending on the number and complexity of the tools being hosted.
- Domain purchasing or transfer services are available.

Billing terms:

- 1/3 cost at start-up
- 1/3 cost after design sign-off
- 1/3 cost at completion
- Hosting is billed monthly