

**www. YAN-TAN™ .co.uk**

**WEBSITE DESIGN | HOSTING | SEO**

Hudson House Community Information Centre, Reeth, North Yorkshire DL11 6TB

## **Website Design, Hosting and SEO Terms and Conditions**

### **Definitions:**

The Client (referred to as *the client* or *you*): The individual or Company represented by the individual as detailed in the *contract* signed and dated by both parties in relation to the work to be undertaken by Yan Tan on their behalf.

Yan Tan Website Design, Hosting and Search Engine Optimisation (referred to as *we, us* or *Yan Tan*): The Company providing the service as detailed in the *contract* on the clients behalf.

The Contract: The document signed and dated by both the client and Yan Tan detailing the specific details, timeframe and fees relating to the work to be undertaken by Yan Tan on your behalf.

Website (referred to as *the website, site* or *domain*): The address of the website(s) registered with Nominet either by the client or, by Yan Tan on behalf of the client.

Hosting: The place where the website resides on the Yan Tan Web Server and made available to the World Wide Web on your behalf.

Design: The content of the website that you and visitors to the website will see on the Internet, All content of the website that is uniquely authored and/or designed by Yan Tan is the intellectual property of Yan Tan.

Search Engine optimisation (referred to as *SEO*): The process of manipulating the website through various on and off page techniques to promote it in Google and all the other major UK search engines.

### **Terms and Conditions:**

The Website Domain name: Should the client already have a domain name in their ownership, that name will remain the property of the client and stay registered in their name for the duration of the contract with Yan Tan. Domain name(s) purchased by Yan Tan on behalf of the client will be registered to Yan tan on behalf of the client. Fees the purchase and renewal of all domain names hosted by Yan Tan on behalf of the client will be charged and invoiced to the client as and when appropriate in relation to the current fees and duration of the registration of the particular domain names(s).

Domain (names) transferred onto the Yan Tan Server and/or hosted there by Yan Tan on your behalf remain the property of Yan Tan for the duration of the contract. A release fee will be payable at the end of the contract should the client wish to move the domain (name) to another server / service provider.

#### Typical example fees:

Domain names are typically £10.00p.a. for a .co.uk domain payable by invoice.

Domain name release fees are currently £25.00 payable by invoice prior to the release of the domain.

Website Design release fees are calculated in relation to the intellectually protected copyright value of the content to be transferred to the clients ownership for use with a third party service provider.

Domain name 'change of ownership': The Nominet change of domain name ownership and Yan tan administration fee to change the domain ownership of a domain from Yan Tan to the client is £25.00.

Website Content: The client as detailed on the contract is legally responsible for the content of the website as seen following the agreed 'go live' date with Yan Tan. We will not be held responsible for any legal issues that may arise as a direct or indirect result of the content of the website. All site content provided by the client for publishing on the site should either be the exclusive property of the client or should carry the relevant legal permissions for use prior to Yan Tan publishing the site. Yan tan will not knowingly publish any content that may be in any way illegal, untrue or misleading. Any copyright

infringements or legal issues that are not directly a result of Yan Tan's acts or omissions and result in the temporary removal of the website from the internet will incur a resolution and reinstatement fee of £25.00.

### **Payment:**

All fees are due within 10 working days of invoice. Payment preferred by direct bank transfer. Full payment details and options will be presented on the invoice.

Initial payment for website design and hosting will be due prior to the websites 'go-live' date as agreed with the client. The website may be visible on the Internet prior to this date for client revisions and testing.

Suspension of Websites following non-payment: A single reminder will be sent to the client after 10 working days giving the client a further 5 working days. Should fees not be received in this time, the website will be removed from the Internet and notification sent to the client. An additional fee of £15.00 will be added to the invoice for reinstating the website at this time.

**Client specific terms and conditions:** Any/all additional terms and conditions relating to the design, hosting and SEO undertaken by us on your behalf will be detailed in the contract.

### **Client contact details:**

The client is responsible for providing and maintaining up-to-date contact information with Yan Tan.

The client must notify Yan Tan ASAP should their e-mail address change. E-mail redirections set-up and maintained by Yan Tan on the clients behalf rely upon accurate e-mail addresses being held by us. Yan Tan are not responsible for the content of e-mails received by the client in relation to their website. The client is responsible for the security and backing up of their e-mails. Yan Tan cannot be held responsible for the loss of e-mails however this may occur.

### **Yan Tan contact details:**

Yan Tan website design, hosting & SEO is owned and operated by Mrs. Ailsa Wilkinson.

#### Registered Address:

Yan Tan  
Hudson House Community Information Centre,  
High Row,  
Reeth  
DL11 6TB  
North Yorkshire

#### Contact Details:

Telephone: 01748 884 249

Mobile: 07791 054 557

e-mail: [info@yan-tan.co.uk](mailto:info@yan-tan.co.uk)

web: [www.yan-tan.co.uk](http://www.yan-tan.co.uk)

Updated 17<sup>th</sup> June 2014. 'Yan Tan' is a trade mark and legally protects the content of services provided through intellectual copyright law in the UK, Europe and other Countries. E&OE