

GeekITDown Inc. Webmaster Agreement with Lancaster Kings Ridge Neighborhood Association, Inc.

This Agreement is effective as of January 1, 2022, between GeekITDown, P.O. Box 120462, Clermont, Florida 34712, and Lancaster at Kings Ridge Neighborhood Association, Inc., 1900 Kings Ridge Blvd, Clermont, Florida 37411.

GeekITDown Inc. will continue to serve in the capacity of webmaster for the Association's website, <https://lancasterkr.com/> . Terms:

1. The GeekITDown hourly rates for 2022 are:
 - Base Rate: \$145
 - After hours / Weekend: \$170
 - Training: \$180
2. The base rates cover:
 - The upload of information to the website as requested by the Association. The requests will be made by the Association Secretary.
 - Adjustment to the website menu and document structure as requested by the Association Secretary.
 - Routine maintenance of the website's document uploads, functionality, reliability, and security.
 - Routine instruction for routine tech changes.
 - Routine pickup/drop-off service for hardware repairs or similar tasks.
3. The training rates cover:
 - Instruction on specialty software and/or hardware that falls outside the basic scope of instruction and will be billed at the training rate.
 - Training provided for any aspect of tech from email and scanning to cloud services at client request.
4. The weekend rates cover:
 - Applies to urgent, time-sensitive and/or critical maintenance tasks and emergency service requests. Services that cannot be performed due to unallowable office disruption and/or that cannot otherwise be completed during normal operating hours.
5. Any required services not requested by the Association that exceed \$145 must be approved by the Association before doing the work.
6. The Association will be responsible for all fees associated with the domain and physical online operation of the website.
7. GeekITDown will submit detailed billing invoices by the first of each month and be paid by the Association through the Association's management company.

8. The billing invoices are to be addressed to Lancaster At Kings Ridge Neighborhood Association Inc. and are to be mailed directly to the Association's management company. In addition, send a copy of the invoice to Association Secretary via email.
9. GeekITDown will complete and update as necessary the Vendor/Contractor Registration form supplied by the Association's management company.
10. The Association, in consideration for this agreement, does herein waive requirements of GeekITDown for Liability and/or Worker's Compensation Insurance.
11. Either Party may terminate this agreement at will. GeekITDown hereby agrees to provide, at no extra cost to the Association, a thirty (30) days liaison and transition period, and any necessary information for such termination to the proposed subsequent webmaster.
12. At all times information uploaded by GeekITDown and any necessary modifications by GeekITDown to the Association website shall be considered property of the Association.
13. The Association and GeekITDown have read and understand fully this Agreement and are mutually desirous of entering into said Agreement

Thomas Lundy, CEO
GeekITDown, Inc.

Date

Barbara (Kay) Weiss
President

Lancaster at Kings Ridge Neighborhood Association, Inc.

2-23-2022
Date

Marketing. Developer does not provide marketing services or material for use in marketing. Client acknowledges that any and all marketing is the sole responsibility of Client. Use of third party marketing services are at the discretion of Client. Developer does not offer training or cooperative marketing services. Client is responsible for the hiring and retention of marketing professionals and/or services as well as confirming their knowledge of processes and development tools should such access to the website be required for marketing purposes. Client must provide written approval for any and all access granted to marketing professionals and/or services. Client may request Developer assist in the acquisition of marketing services or professionals at the Developer's current base rate. Client is responsible for all costs associated with marketing services as well as all Developer costs in association with marketing services. Client acknowledges that Developer is not responsible for results, damages, costs or losses associated with marketing services.