

## TERMS AND CONDITIONS

August 2018

This document sets out the terms and conditions between your business and ATOMX Limited (herein called "ATOMX") and forms an integral part of any existing and future proposal or other written document or communication between your business and ATOMX.

The primary purpose of these terms and conditions is to minimize any potential misunderstandings and to clearly state the design and build phases of each project and set out the timings as to when stage payments are due. If any term or condition appears unreasonable this is not our intention.

We have built a large client portfolio through by our respecting our clients and providing good quality customer care and support. We are always striving to improve our services and your feedback will always be welcome.

### Payment Terms

Unless agreed prior to work commencing, payments are due within 5 days of an invoice being issued. If an invoice isn't settled within the set 5 days, interest will be charged at 1% per day until payment is made.

All projects will consist of two payment instalments, a non-refundable 50% payment for work to commence. The second instalment is due upon completion however before the release of work to you or launch of a website. Please note that we will not commence work on your project until the initial payment has been made.

### Development Schedule

Before any work is started, we will agree a development schedule which outlines the following:

- Any material (content, images, etc) we need from you.
- Key dates or milestones throughout the project, including:
  - Project start date
  - Project progress update date(s)
  - Project delivery date

### Acceptance of these Terms and Conditions

These changes are deemed to have immediate effect and apply to current and future contracts and projects that are progress. Should you wish to vary the terms of this agreement in the future, this must be in writing and our acceptance of any variation must be evidenced in writing. Verbal evidence will not be acceptable. If we cannot reach agreement on any variations you wish to make, we reserve the right to withdraw our services without notice, at which time the terms of this document will remain binding.