

WEBSITE ORDER FORM

1. Client Details

<<Name of Client>> a company registered in <<Country of Registration>> under number <<Company Registration Number>> whose registered office is at <<Registered office>> ("you")

2. Contractor Details

<<Name of Contractor>> a company registered in <<Country of Registration>> under number <<Company Registration Number>> whose registered office is at <<Registered office>> ("us")

3. Order Details

Original Order / Specification Reference: <<Reference>>  
Project Proposal Date: <<Date>>  
Design Change Order Date: <<Date>>

This form is designed for use in conjunction with our website. It is intended to be used to place orders to your website as detailed in the Project Proposal prepared by you and your Order Form / Specification.

Please be aware that timescales for completion of work may be subject to change if you request changes to your original order. We will contact you within <<Timeframe>> of receipt of this form to address your proposed changes.

Please note that we may be unable to process your order if we are unable to obtain details such as domain name registrations, hosting packages, etc. where contracts have already been entered into on your behalf.

1. Details of Required Change

<<Detail Required Change>>

SIGNED by

<<Name and Title of person signing on behalf of >>  
for and on behalf of <<Client's Name>>

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