

Terms & Conditions

- 1.1 With a ThenMedia website, information about your business or organisation is published to the internet. Your data is presented in a bespoke style and you are able to keep it up-to-date through ThenMedia CentrePointCMS, our content management system.
- 1.2 The content of your website can cover just a few pages or many, and it can include images and video as well as text. Your content remains yours at all times, as do the page layouts designed by ThenMedia for your organisation.
- 1.3 The ThenMedia CentrePointCMS content management system allows easy updating of content. The CMS remains the property of ThenMedia, with access to it being leased as part of your hosting charge or maintenance agreement.
- 1.4 Your website is stored on one of our UK-based servers. Although this should reliably allow access to your website at all times, there may be occasional interruptions in service caused by factors beyond ThenMedia's control. ThenMedia accepts no liability for any losses incurred through the unavailability of your website.
- 1.5 ThenMedia makes daily back-ups of your website, but offers no guarantees on the security of your data. ThenMedia strongly recommends that you keep your own back-ups. ThenMedia accepts no liability for any losses incurred through loss of data.
- 1.6 ThenMedia offers an optimisation service, which attempts to have your site ranked as highly as possible by Google and other search engines. Google-ranking is dependent on many factors, including how many other similar sites are in the field. ThenMedia can therefore offer no guarantees on where and search engine will rank your site.
- 1.7 All ThenMedia websites are designed to work on all mainstream Internet Browsers including smart phone browsers and tablets (iPads etc). ThenMedia Software will work on the following browsers: Internet Explorer 8+, Mozilla Firefox 3+, Mac Safari 2+, Google Chrome.

Ordering a ThenMedia product

- 2.1 ThenMedia will meet with you to discuss your requirements. ThenMedia will give you a quotation, which will remain valid for three months.
- 2.2 The quotation will include two elements: a price for the design and creation of your website (with or without activeOptimisation/loudhailer/, as desired), and a monthly charge for the operation of your website (covering server hosting, email addresses, domain name and access to ThenMedia CentrePointCMS (if required)).
- 2.3 33% of the initial charge is payable on order. Initial designs and cloud access will then be created. Once the structure and design of the website is complete a second payment of 33% of the initial charge will be due. When the content has been added and checked the final amount will be due.
- 2.4 On payment of the remaining initial charge, and the establishing of a standing order to cover the monthly charge, your website will then go live. Depending on the project, the monthly standing order may be required to begin before the public launch of your website. This will be discussed in advanced if necessary.
- 2.5 ThenMedia may be able to update your website for you at an additional charge. Details available on request.

Signed ThenMedia:



Signed Client: