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Annuities HQ Customized Marketing Program

This Document Constitutes an Agreement Between the Agent and Annuities HQ

Effective Date:

[Click to Enter Current Date](#)

AGENT CONTACT INFORMATION FOR CONSUMER INTERACTION:

Name:		Address:		
Email:		Address 2:		
Phone:	Fax:	City	State:	Zip:

Customized Marketing Program:

Customized Marketing Program Initial Fee of \$5,000.00 USD payable on signing and a Monthly Fee of \$1,250.00 USD. The initial fee and subsequent monthly marketing fees are based on the following services for any period from January 1, 2020 to December 31, 2020: Manage and optimize the Agent's online marketing including but not necessarily limited to SEO, SEM, Social and/or Web based marketing as well as the automation of information gathering as that relates to prospective clients visiting the Agent's company's website. Please read the billing terms noted below. Your signature indicates that you have read and agree to the billing terms as outlined here and in the subsequent pages of this Agreement.

TARGETED AREA: Please fill in any states or major metropolitan areas for targeted website advertising.

States:	Major Metropolitan Area:
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PAYMENT INFORMATION (Your Card Will Be Charged by Annuities HQ):

Card Type: Please select only ONE

Visa <input type="checkbox"/>	Mastercard <input type="checkbox"/>	Amex <input type="checkbox"/>	Discover <input type="checkbox"/>
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Credit Card Number:	Name as shown on the card:
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Expiration Date:	CVV Code:	Address for Billing:
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If your mailing address and billing address are the same, please check the box below:	City:	
	State:	Zip Code:

I acknowledge that I have read and understand the details of the attached Terms of Service

This Agreement will come into effect on the first successful billing of the Agent's credit card and will continue for a minimum of 90 days from the effective date written above. All prices are in US Dollars and payment is made by credit card. Notification of billing and a receipt will be made available to the Agent via email. Each subsequent payment will be due exactly one month after the first billing. For example, if the Agent signs the Agreement on the 15th of any given month, the next month's payment will be due and will be billed on the 15th of the month following. If a credit card payment is declined, we will try to process the payment three times during that week and notify the cardholder of the situation. Failure to pay will result in late fees of 10% being added to the monthly bill. In the event of termination of this Agreement prior to the project's completion, the Agent shall pay a pro-rated amount based on the monthly fee for services already performed and contracted for. The Agent's signature below certifies that the Agent and Annuities HQ agree to the terms of service in their entirety.

Agent's Signature

Date



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Terms of Service

This document constitutes an Agreement between the Agent and Annuities HQ

Terms of Service

Annuities HQ is a corporation, referred to here as "AHQ", registered in Toronto, Ontario, Canada. In consideration of the Agent retaining AHQ to manage and optimize the Agent's online marketing (SEO, SEM, Social and/or Web) and to automate the process of collecting website visitors contact information (voluntarily given by website visitors via online forms) for the Agent, it is agreed as follows:

Warranties by Annuities HQ

AHQ represents and warrants to the Agent that it has the experience and ability to perform the services required by this Agreement; that it will perform said services in a professional, competent and timely manner; that it has the power to enter into and perform this Agreement; and that its performance of this Agreement shall not infringe upon or violate the rights of any third party or violate any federal, provincial/state and municipal laws.

Communication

We aim to reply to all calls and emails within the same business day.

Independent Contractor

AHQ acknowledges that the services rendered under this Agreement shall be solely as an independent contractor. AHQ shall not enter into any contract or commitment on behalf of the Agent. AHQ further acknowledges that it is not considered an affiliate or subsidiary of the Agent and is not entitled to any Agent employment rights or benefits. It is expressly understood that this undertaking is not a joint venture.

Confidentiality

AHQ recognizes and acknowledges that this Agreement creates a confidential relationship between AHQ and the Agent and that information concerning the Agent's business affairs, customers, vendors, finances, properties, methods of operation, computer programs, and documentation, and other such information, whether written, oral, or otherwise, is confidential in nature. All such information concerning the Agent is hereinafter collectively referred to as "Confidential Information." AHQ agrees to follow any Agent Information Security procedures and otherwise take all reasonable precautions for the protection of Confidential Information.

Non-Disclosure

AHQ agrees that, except as directed by the Agent, it will not at any time during or after the term of this Agreement disclose any Confidential Information to any person whatsoever and that upon the termination of this Agreement it will turn over to the Agent all documents, papers, and other matters in its possession or control that relate to the Agent. AHQ further agrees to bind its employees and subcontractors to the terms and conditions of this Agreement.

Reporting

SEO, SEM and Social reporting is provided within the first week of a new month for the full previous month via e-mail. In some instances, we will provide access to your own dashboard.

Invoicing and Payment

The Agent undertakes to pay the initial fee due pursuant to this Agreement upon signing. All prices are in US Dollars and payment is made by credit card. Notification of billing and a receipt will be made available to the Agent via email. Each subsequent payment will be due exactly one month after the first billing. For example, if the Agent signs the Agreement on the 15th of any given month, the next month's payment will be due and will be billed on the 15th of the next month. If a credit card payment is declined, we will try to process the payment three times during that week and notify you of the situation. Failure to pay will result in late fees of 10% being added to your monthly bill. In the event of termination of this Agreement, the Agent shall pay all Fees for services already performed and contracted for on a pro-rated basis.

Specific to Website Design and Development

Copyright and Ownership

Except for the retained rights described in the paragraph below, all services provided, and all materials AHQ produces on your behalf, will become your property upon full payment of our invoices.

AHQ retains the right to:

1. use work produced for the Agent as part of its portfolio materials in both its online and offline portfolios;
2. add your firm to our customer list;
3. use the data collected in on-line forms for cross-marketing purposes; and
4. use your work in design competitions, publications, exhibitions, or other promotional purposes.

Any material or ideas prepared or submitted to you that you choose not to produce or for which you have not paid our invoices, within 60 days of submission to you, will remain AHQ property (regardless of whether the physical embodiment of creative work is in your possession in the form of copy, artwork, plates, recordings, films, tapes, etc.) and may be submitted to other customers for their use, provided that such submission or use does not involve the release of any confidential information regarding your business or methods of operation.

Timelines

Schedules or time estimates are subject to change upon notification in writing by either party. Unless otherwise stated, the amount of written notice to be given by either party shall be two weeks.



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Fees & Alterations

Any revisions, additions, or alterations to the project modifying the terms of the agreement as to the Services to be performed and not included in any fee specified, shall be billed as additional services. Such additional services shall include, but shall not be limited to, changes in the extent of work, changes in the complexity of any elements of the project, and any changes made after approval has been given for a specific stage of design, documentation, or preparation of artwork.

Specific to website design, if any content is provided in a non-digital format (paper printouts, flyers and other non-digital formats), the Agent will be charged at an hourly rate of \$150/hour for our team to copy the information into an electronic document, before passing it to the dedicated website developer.

Agent Approval

The Agent will appoint a single representative of the Agent with full authority to provide necessary information required by AHQ and to provide approvals.

The Agent will be required to proofread and approve all elements of final designs. Approval must be provided before production can continue and artwork is released. Corrections, if required, will be identified on proofs, artwork, facsimiles, or digital proofs and submitted for AHQ to revise and resubmit for the Agent's approval. Final approval is required on every project and must be marked "Approved" with the name or initials of the individual who is authorized by the Agent to approve artwork for release and production.

Email authorization from you will constitute authorization and approval.

Quality of Source Materials Provided by the Agent

Additional charges will apply when materials are submitted by the Agent in a form that prevents them from being readily used and applied at recognized professional standards. An example would be to recreate a low-resolution logo image file into a vector file.

Design Credits

The Agent agrees that AHQ is entitled to claim authorship of the design and will be permitted editorial credits to and on all published or manufactured work. The Agent must obtain AHQ consent in writing before its name is reproduced in any finished product or other published material by the Agent.

Fixing A Hacked Website

A website can get hacked at any time, for any reason. While we provide marketing solutions for your website, we do not provide support should your website be hacked or go offline within the scope of any marketing campaign provided by AHQ. However, we understand that we can provide the fastest response in helping you get your website back online and have the team in-house to help clean the website for malware, viruses, and infections. As such we can provide this service to our clients based on an hourly rate of \$150 USD. We will provide you with a quote to fix the website, and as a client, you are welcome to hire us or anyone else. The amount due is added to your next monthly invoice.

Specific to Search Engine Optimization

Over the last ten years, we have developed a proven process to optimize websites. This process is made up of tasks our team performs each month to achieve a higher organic search ranking. By signing this agreement, you acknowledge that some factors may hinder the increase in organic search rankings:

1. If past SEO consultants, SEO companies or staff have performed black hat SEO or practiced poor SEO tactics;
2. If the website has been penalized by Google;
3. If the website is blacklisted by (but not limited to) Google, Yahoo, Norton Safe Web, McAfee SiteAdvisor or Bing;
4. If the website has ever been subject to or becomes subject to during the term of contract; trojan horses, phishing schemes, pharma hacks, email or information scraping.

If AHQ finds anything that may impede its progress with its SEO process, solutions will be suggested to fix the issue. These solutions **may** fall outside of our proven SEO process and will be treated as a separate billable project.

Specific to Digital Advertising

Digital Advertising or Pay-Per-Click (PPC) is also referred to as SEM (Search Engine Marketing). This type of solution can be performed across Google, YouTube, Facebook, Twitter, Bing, Instagram, and Yahoo. The Agent will have the opportunity to request ad changes once a month for text ads and once every two months for display ads. From time to time, we may suggest other opportunities for your business based on the feedback we get from the advertising platforms used.

Contract Duration and Cancellation

This contract and agreement are in full force and effect until cancelled by the Agent. The Agent can cancel at any time after the initial 90-day commitment period with a 10-day written notice sent by email to AHQ addressed to support@annuitieshq.com at which time, AHQ will provide a roundup report and all login details for the Agent. If a scheduled payment falls within the 10-day period, this payment will immediately become due and will be billed to the Agent's credit card.

Governing Law

This Agreement shall be construed and enforced in accordance with the laws of the Province of Ontario.

Agent's Signature:

Date: