Client Name: _____

Address: _____ City: _____

State: _____ Zip: _____
Phone: _____

Contract start date: _xx/xx/xxxx/_
　　　　　　　　　　　　 Day/mo/year

Services to include:

1. Website updates
   a. Remove the Avada theme
   b. Replace Avada theme with Porto
   c. Rebuild 9 pages
   d. Replace/update any outdated plugins (i.e. Gravity Forms)
   e. Install WPBakery for website structure

Payment Details:

PAYMENT PLAN:
● 50% Due Now – $ ● 50% on Website Launch – $

Payment Via:	**Credit Card** ☐	**Bank Account** ☐	**Check** ☐	**Venmo** ☐
Name on Card/Account:				
Billing Address:				

Card Number:		Expiration Date:	3- or 4-Digit Security Code (last 3 or 4 digits on back of card):
Bank Routing #:		Bank Account #:	
Client Signature:			Date:

I agree to the website design charges, setup fees and weekly billing fees for the products selected above. I understand that all payments are non-refundable as it may be immediately applied to your project.

I authorize Matt Knopoff Design to charge my credit card/invoice me for the task(s) outlined above and any additional options selected above. Completing, signing and returning this form (email, fax, by hand or US Mail) constitutes the cardholder's approval for Matt Knopoff Design to charge website, social media advertising, social media management, PPC, SEO, and/or reputation management fees to this payment method.

The customer may also authorize this card's use to satisfy other fees deemed necessary by Matt Knopoff Design. If weekly or monthly fees are selected above, your card will be billed accordingly. Re-occurring charges to this card can be canceled with a written notice to Matt Knopoff Design (fax or email to: matt@mattknopoff.com) 30 days prior to the next due date of the charges. I agree to notify Matt Knopoff Design of any changes in my account information or termination of this authorization 30 days prior to the next due date of the charges.

I hereby give permission to the staff of Matt Knopoff Design to use the card account listed above in order to perform transactions where necessary. I hereby also warrant that I have authority to use such credit/debit card account if not issued in my name.

Client Name: _____ on behalf of _____
(Your Company Name)