

# Digital Marketing Solution, LLC

Web Design Services, Internet & SEO Marketing, Web Application Development & CD/DVD Marketing.

**This proposal contains confidential information. Please do not share with our competitors.**

## INTRODUCTION LETTER

**Date: May 3, 2010**

Dear Prospective Customer,

DMS is a leading and a growing American information technology company in existence since 1995. We are a certified Authorized.Net Developer. Our home office is located in Grand Rapids, Michigan with sales offices in Detroit MI, Lansing MI, Chicago, IL & Vacaville, CA. We specialize in high-end and complex websites built with content management systems. DMS is also an outstanding member of the Better Business Bureau. In our entire history, we have never received a BBB complaint.

It's my hope that we will develop a long-term relationship with your company for not just only this project, but many more. If you have any questions, please feel-free to contact me directly. My contact information is listed below.

**Phillip D. Nguyen**

[phillipn@digitalmarketingsolution.com](mailto:phillipn@digitalmarketingsolution.com)

Ph: 1-877-639-9813 Mobil: 616-340-6103

139 Luray Ave. N.W. Grand Rapids, MI 49504

Thank you very much for your consideration.

Sincerely,

*Phillip Nguyen*

Phillip D. Nguyen - *President*

Digital Marketing Solution, LLC

6633 South Division Ave SE. Grand Rapids, MI 49548

Local: 616.281.1740 Toll-Free 1.877.639.9813 Fax 616.588.5999

Web: [www.digitalmarketingsolution.com](http://www.digitalmarketingsolution.com) Email: [info@digitalmarketingsolution.com](mailto:info@digitalmarketingsolution.com)



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Marketing.



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## WEBSITE PROJECT PROPOSAL AND AGREEMENT

Project Class:




AUTHORIZED.NET PAYMENT INTEGRATION

for

  
(the "Client")

Prepared By Phillip Nguyen

May 3, 2010







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## PROJECT SUMMARY

The objective of this project is to help Customer integrate its existing website to take online payment via Authorized.Net payment gateway with the following requirement specifications:

Which Application Programming Interfaces (APIs) have you signed up with Authorized.Net?

- [Simple Checkout](#)
- [Server Integration Method \(SIM\)](#)
- [Advanced Integration Method \(AIM\)](#)
- [Automated Recurring Billing™ \(ARB\)](#)
- [Customer Information Manager \(CIM\)](#)
- [eCheck.Net® \(PDF\)](#)
- [Card Present Integration](#)

Your customer will pay for your service(s) or product(s) with

- Onetime payment (no automatic recurring billing)
- Recurring billing (automatically charge for an exact amount on a pre-determined time interval)

Credit card to be entered at

- Authorized.Net's Secured Website
- Customer Customer's Secured Website

Entered Customer Info to be kept at

- Authorized.Net's Secured Website
- Customer Customer's Secured Website (not recommended unless there is a good reason for it due to cost and security)

In order for Digital Marketing Solutions LLC to complete this project, the following requirements must be provided by Customer before the project can be started:

1) Complete access to existing website's source codes and shopping cart codes

- a. Website address:
- b. Page or URL address where it links to payment

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- c. FTP access: Login ID
- d. FTP access: Login password
- 2) Complete access to Customer's Authorize.net account
  - a. Authorize.net Account: Login ID
  - b. Authorize.net Account: Login password
  - c. Answer to the private / secret question:
- 3) A signed service contract
- 4) A minimum deposit of \$300 U.S. as a down payment made to DMS.

## 5. Cost Agreement

Estimated Fixed Cost =

Conditional / Flex Budget =

Capped / Max Budget =

## 6. Payment Schedule

Minimum Deposit = \$300 U.S.

Due Balance = \$ (if there is one)

## 7. Duration, Schedule & Project Phases

Estimated Number of Days Required for this Task:

Estimated Number of Leeway / Flex Days:

Flex or leeway day(s) maybe required if Contractor has NOT been given access to the source codes and a complete diagnostic of the site has not been done. Contractor shall not be held responsible for not meeting the deadline if customer failed to provide all contents requested a timely basis.

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## 7. Conditions & Disclosures:

- a) Backing up of the data or contents of the website is the responsibility of the Customer prior to Contractor's access to the site.
- b) Contractor is not responsible for training Customer on how to operate the Authorize.net account unless specified in this service contract.
- c) Contractor shall not be held responsible for not meeting any established completion date if such failure is due in whole or in part to any failure by Customer to provide content in a timely manner or not meeting any material requirements set forth in this Agreement.
- d) Additional charges may apply if customer changes original specs after they have been submitted to and authorized by Customer for design and development by Contractor.
- e) No additional charge beyond what is agreed in this service contract unless it has been pre-authorized and agreed on by both parties.
- f) Minimum contract deposit is non-refundable after project is started.
- g) Customer has 15 days to submit system errors or updates after the project is launched at no additional charge. After 15 days, additional charge may apply.
- h) Either party has the right to withdraw from the service contract with prior 24 hours notification. If the cancellation is made by Customer, than all works including technical consultation provided by Contractor is billed at a flat rate of \$75 per hour. If the cancellation is made by Contractor, then only technical consultation service is billable all other works are voided.
- i) Scheduled delivery date may not be achievable if service contract is not signed within 7 business days due our first come first serve policy.

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## **PAYMENT GUARANTEE**

**In case of absent of the Bank Guarantee or a deposit less than 50% of the total project cost.**

I hereby authorized Digital Marketing Solutions LLC to charge to my credit card for the services it performed on behalf of my request (see SOW) if I failed to pay according to the terms and conditions that I agreed on the service contract.

FIRST \_\_\_\_\_ MID \_\_\_\_\_ LAST \_\_\_\_\_

CREDIT CARD NUMBER: \_\_\_\_\_

( ) Visa ( ) Master Card ( ) American Express

Expiration Date: \_\_\_\_ / \_\_\_\_ Security Code: \_\_\_\_\_

### **Credit Card Billing Address:**

Street: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_

Zip Code: \_\_\_\_\_ Country: \_\_\_\_\_

Telephone: ( ) \_\_\_\_\_

### **Request Shipping Address if applicable: (if not the same as above)**

Street: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_

Zip Code: \_\_\_\_\_ Country: \_\_\_\_\_

Telephone: ( ) \_\_\_\_\_

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Cardholder's Signature Date

DMS will keep all the information entered on this form strictly private and confidential.

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**6. Execution Date.** The parties have executed this Statement of Work as of \_\_\_\_\_ as set below, by their respective signatures.

Phillip D. Nguyen

Customer

Digital Marketing Solutions LLC

Title: \_\_\_\_\_

Title: President/Project Manager

By: \_\_\_\_\_

(Signature)

*Phillip D. Nguyen*

By: \_\_\_\_\_

(Signature)

Date: \_\_\_\_\_

Date: \_\_\_\_\_

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**Note:** Any fields that are checked as "Required" below, will require a value for that field to be entered before the transaction can be processed, regardless of whether you use Advanced Integration Method (AIM) or Server Integration Method (SIM) for connecting to the payment gateway.

Field Name	View	Edit	Required
<b>Payment Information</b>			
Recurring Billing Transaction	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Card Code	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Order Information</b>			
Invoice No	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Description	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Customer Billing Information</b>			
First Name	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Last Name	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Company	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Address	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
City	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
State	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Zip Code	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Country	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Phone	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fax	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Email	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Customer ID	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Shipping Information</b>			
First Name	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Last Name	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Company	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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Address	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
City	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
State	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Zip Code	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Country	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Additional Information			
Tax	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Freight	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Duty	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tax Exempt	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PO Number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Security Code			

This security feature helps to prevent unauthorized access to or abuse of your Payment Form by automated Internet Web programs. When this feature is enabled, the customer is required to enter a security code from a randomly generated image embedded in the Payment Form to continue with their order.

Require the Security Code feature on the Payment Form.

## Shipping and Return Policies

Include a link to your shipping and return policies page on your Web site on the Payment Form.

Shipping and Return Policy URL:

Submit

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