

Mr Ashley Sale  
NPS  
Lancaster House  
16 Central Avenue  
Norwich  
NR7 0HR

19<sup>th</sup> September 2016

## NPS Property Search Website Sign-off

This design sign-off form is part of Alcium Software Ltd's design project process and is to be completed in accordance with the standard Terms and Conditions of Alcium Software Ltd.

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I confirm our acceptance of the website design mock-ups supplied by Alcium Software on the 19<sup>th</sup> September 2016 are in accordance with the agreed brief.

Signed: \_\_\_\_\_

Name: \_\_\_\_\_

Company: \_\_\_\_\_

Position: \_\_\_\_\_

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

Please note that significant changes to the original agreed brief and scope and agreed designs may require us to spend more time on your project than anticipated. In this eventuality we will provide an additional quotation or fee structure. We will always discuss this with you before any additional fee is incurred.

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Please complete this form, scan and email with designs document to [design@alciumsoftware.com](mailto:design@alciumsoftware.com)

Or return by post to:

Alcium Software Ltd, 6b Churchill Way, Chapeltown, Sheffield S35 2PY

### **Development Changes**

If the desired modification that cannot be edited through Content Management System (e.g. changes to the template designs) then this could incur maintenance charges at the standard hourly design, coding and development rate of £80 £100 and £125 respectively.