

WORK SUMMARY

**TO:**

Name
Internal address line 1
Internal address line 2
University of Kent
Canterbury
Kent CT2 ?

IS Departmental Web Solutions
Computing Octagon
University of Kent
Canterbury, CT2 7NF

01227 82(4851)
web-consultants@kent.ac.uk
www.kent.ac.uk/is

Date:

Client	Account manager	Account manager contact
Name	Rana Dayoub	Email: r.dayoub@kent.ac.uk Phone : 01227 82 4822
Project summary		
Website development, image work, development, etc		
Period: start date – end date		

Description	Rate/hour	Hours	Cost
Site/plugin setup, menu and site structure: 3 hours @ £29 p/h = £87	29	3	87
Provision and implementation of banner image including searches	35	3	105
Up to 10 pages of content work	29	5	145
news feed including request to setup news blog if needed	29	3	87
events feed including request to set up events if needed	29	3	87
Social media accounts linking and contact us page with location map	29	2	58
Up to 5 hours to allow for feedback, modification and liaison	29	5	145
VAT at 20% if chargeable			
	TOTAL		£714

Client signature: _____

Web Solutions signature: _____

Date: _____

* Please note the VAT cost noted above is approximate and for indicative purposes only. The IS Finance team will confirm the exact amount to be charged when invoicing.

* Any additional work not included above (external domain web address, additional image work, development, content, integration of services, DBs, etc) will need to be agreed, scheduled and costed separately.