



virtual Business Support LLC  
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## Website Maintenance Plans

| INCLUDED in all maintenance plans  | NOT included under maintenance plans.<br>Please contact me for pricing.  |
|--|--|
| <ul style="list-style-type: none"> <li>• Add, modify or delete content (text), links</li> <li>• Content proofreading</li> <li>• Editing &amp; updating web page coding</li> <li>• Adding special events/contests to a current page</li> <li>• Check and fix broken links</li> <li>• Update pricing &amp; products info</li> <li>• Add/Change/Remove products/services and product/services descriptions</li> <li>• Graphic/Image retouching, resizing, editing (existing graphics only)</li> <li>• Retaining a full backup copy of your website</li> <li>• Add/Change/Delete meta tags as needed</li> <li>• Add/Change/Delete email addresses as needed</li> <li>• Updates to calendars or events</li> <li>• Upload &amp; insert banners, photos, graphics, graphs and charts to a current web page (images provided by you)</li> <li>• Upload of newsletters and archives (newsletters can be designed by VBS at an affordable price, please call for a free quote).</li> </ul> | <ul style="list-style-type: none"> <li>• Adding new pages</li> <li>• Site makeover/redesign</li> <li>• Adding eCommerce / Shopping Cart</li> <li>• Forms</li> <li>• Designing eZines / eBooks / Newsletters</li> <li>• Content creation</li> <li>• SEO services</li> <li>• Designing Graphics</li> <li>• Designing Logos</li> <li>• Editing new photos/graphics/images</li> <li>• Internet research for photos, graphics, content, etc.</li> </ul> |

| PLAN                | BASIC  | ADVANCED   | PRO  | STANDARD                         |
|---------------------|--|--|--|----------------------------------|
| PRICE               | \$420.00/yr.<br>Must be Prepaid  | \$720.00/yr.<br>Must be Prepaid  | \$900.00/yr.<br>Must be Prepaid  | \$40.00/hour<br>Will be Invoiced |
| MAINTENANCE SERVICE | Up to 1 hour a month<br><br>Work exceeding 1 hour will be billed at \$40.00 per hour with 1 hour minimum | Up to 2 hours a month<br><br>Work exceeding 2 hours will be billed at \$40.00 per hour with 1 hour minimum | Up to 3 hours a month<br><br>Work exceeding 3 hours will be billed at \$40.00 per hour with 1 hour minimum | Minimum One (1) Hour             |
| Turnaround Time     | 2-4 business days  | 2 business days  | 1 business day   | 2-4 business days                |

Hours do not roll over month to month. Prices are in US Dollars. Rates and services subject to change.  
 Payments accepted: Credit Card, PayPal, business checks, cashiers check, and money orders.  
 Please make checks payable to: virtual Business Support and mail to: PO Box 153, Wilmerding, PA 15148



To pay by credit card or PayPal, go to website [www.vbs.bz](http://www.vbs.bz) :  
 Click on **Enter**, then click on the **Payment** button