



Pennsylvania State Association of Boroughs Website Program Renewal Form

Please note that this document is a work in progress. We reserve the right to change the terms and conditions at any time and for any reason. Updates to this document will be available electronically at <http://itforboroughs.org> in the very near future.

Dear Valued Web Design Client:

As per your original contract with PSAB, we will be renewing your website and sending you a bill within the next 30 days. You will continue to be enrolled in the same website program and your contract will be renewed for an additional year.

We would, however, like to update our records to make sure we have the current contact information. Please take a minute and completed the requested information. You may fax this document to 805-243-0471. Alternatively, you can log on to <http://itforboroughs.org> and choose the renewal link and complete the information online.

Borough Name _____

Primary Contact Name _____

Address _____

City and Zip Code _____

Phone _____

Fax _____

Current Website URL _____

Comments/Suggestions _____

If you would like to review the complete contract, simply fill out one of the lines below:

Fax a copy of our current contract to _____

E-mail a copy of our current contract to _____

You may also review the terms of the contract by going to <http://itforboroughs.org> and choosing the New Website Disclosure link.

Again, we will be sending you a renewal bill shortly. If payment is not received within 30 days, the invoice is subject to finance charges and your website and E-mail boxes are subject to termination. Once your account is terminated, neither E-mail or website documents can be recovered. You will need to start over with the program and will be subject to the \$50 setup fee.

If you have any questions or comments, please do not hesitate to E-mail webmaster@boroughs.org.

We appreciate your continued support of this program and look forward to your continued membership in PSAB's Website Design Program.

Print Your Name: _____ Date: _____

Your Signature: _____