



website-academy.com

website-academy.com checklist

Before you make your full payment you should check the following list and confirm that you are happy with your website. Please note that once this document is signed, any further changes to your website will be chargeable at £25 per hour or per part of an hour.

Checklist items for your website	Please tick once checked
All spelling is correct All grammar is correct	
All pages are linked correctly All images are displaying correctly	
Every image displays the correct alt tag All web links on the site work correctly Any custom emails have been tested and are working correctly The 'contact us' information on the website is correct	
Please ask for clarification if any of the terms used in this checklist is unfamiliar	

website-academy.com will delete the passwords used to create your website once your full payment has cleared.

However, you should note that you are advised to change all passwords on completion of this work and in signing below acknowledge that this is your sole responsibility.

Signed:

Dated: