

# Web site Guidelines for Members pages

*This service is available to members of the NZ Shetland Pony Breeders Assn. Inc. only. The Committee and Web master reserve the right to refuse material or links which may not be in the interest of, or for promotion of the Shetland Pony.*

Conditions of Service offered:	Charges:
<p><b>Annual Hosting of Members Pages.</b> This applies to 1 or 2 pages created. Maximum pedigrees 2 per member. If a member starts a member's page 6 months or more after April 1, a half charge for hosting will apply. A full fee will apply the following April 1, when annual subscriptions are due.</p>	<p><b>\$25 Payable annually with subscriptions.</b> (This charge may be subject to change should our web site circumstances change.)</p>
<p><b>Set up and Updates</b> This applies for 1 or 2 pages. Once initial set up has been confirmed the member will be entitled to two updates per year. This is at the web designers discretion and would depend on time to be spent. This is not a complete revamp. Note: Changes in details such as personal contact information, or the removal of a pony sold or deceased etc. can be updated at anytime.</p>	<p><b>\$25 A one off set up fee.</b></p>
<p><b>Links to members personal (Other host) web sites:</b> A link to a members web site at another host.</p>	<p><b>\$10 annually</b> Note this only applies to Links where the member does not have a Member's local host web page/s. If the member does have a local host web page/s and a other host web site they do not pay.</p>

Order	What to Do	Who
1	Member contacts Web Master to discuss member pages and forward material to web master. Contact: Lea Hullett: 673 Rolling Ridges Road, R. D. 4, Timaru. Ph: 03 6860735 Cell: 0276132447 E-mail: Lea_h@orcon.net.nz	Member
1a	The web master will not post pages until payment has been received.	Web master
2	Member downloads or asks for form from web site; completes and forwards to Secretary with payment.	Member
3	On receiving payment the Secretary will notify Web master of the payment. The form will be retained by the secretary while a copy will be forwarded to web master.	Secretary
4	Web Master will produce pages for member based on what the member has supplied.	Web master
5	Member will confirm pages before they are linked on the web site.	Member/Web master
6	Secretary will invoice members annually for services provided.	Secretary

**I agree to the above conditions and process and enclose fee as outlined:**

**Set up \$25 & either Annual Fee (full year) \$25 or (Half year) \$12.50, Link \$10 = Total \$ .....**

**Name:** ..... **Address:** .....

**Ph:** .....

**E-mail:** .....

**Signature:** .....

**Post this form to the Secretary:** Lesley Lewis, 530 Marshland Road, Christchurch 9.

Ph: (03) 3856163 Fax: (03) 385 6169 E-mail: lewises@xtra.co.nz