



WEBSITE MAINTENANCE PLANS



WORKING WITH US

We know that you'd rather spend your time providing services, being creative, and running your business than trying to manage your online presence. Our maintenance plans give you the options you need so that you can put your energy and time on what matters most to you. We offer three website maintenance plans, each of which Includes ANY work that you want us to do, from editing to design to blogging to you name it!

1. Hourly – for occasional, pay-as-you go work
2. Subscription – for work on an ongoing and regular basis
3. Web Hosting & Maintenance Combo – for our web hosting customers who need up to one hour of monthly maintenance

Working with us is easy, simple, and comfortable. Because we are web-based, we make use of a variety of web and communication technologies such as email, instant messaging, and online project management to allow us to stay in touch with you reliably and safely.

We're a small business, just like yourself, so we understand how important your time is and we appreciate the kinds of issues you face bringing your business online. Our understanding of how both small businesses and the web operate gives us a unique ability to serve you productively and efficiently.

Using our Virtual Web Services brings you many benefits, including:

- no employee-related taxes, insurance, or benefits
- no payroll costs, such as vacation, overtime, holiday, or sick pay
- no recruiting, hiring, or training expenses
- no office space or equipment costs
- minimal or no training
- to pay only for time and materials spent on a project
- the ability to stay on track and on schedule
- the ability to better manage your time so you can focus on your business and your life
- access to a specialist who can help you virtually anytime, whether you need just a few hours work or ongoing help.

Who uses our virtual services? People just like you:

- small business owners
- independent consultants or service workers
- larger businesses who need a little help to get a project done
- travelers who need help while they're on the road



HOURLY PLAN

Hourly work is great when you are pressed for time, and have small but urgent tasks you need immediate assistance with. Our hourly rate is \$60. On the hourly plan, we bill in one-quarter hour increments (so the minimum for any assignment is \$15). **Rush Jobs (requiring overnight or weekend turnaround or with less than 24 hours notice) are assessed a 15% Urgency Charge.**

Features:

- no long term commitments
- quick, responsive turnaround
- gives you a chance to try us out and see how we work
- flexibility

SUBSCRIPTION PLAN

Subscription plan rates are less expensive than hourly maintenance work. because we charge in quarter-hour increments for hourly work, whereas we charge **by the minute** for subscription plans. We also price our plans with progressive discounts, so the more time you purchase, the lower your rate will be.

Features:

- Includes ANY work that you want us to do, from editing to design – you bank blocks of time with us and can use it however you see fit.
- Monthly service hours can be rolled-over or banked for the full term of your commitment -- so if you don't use your full allocation one month, you can add it to your time the following month (hours cannot be banked beyond the term you sign up for)
- Hourly rates are discounted a minimum of 15% off regular pay-as-you-go rates. Additional hours are billed as needed for work you request at the hourly rate of \$60.00 per hour if your banked hours run out.
- Available in three, six, and twelve month terms, payable in advance.

	Glow-1	Glow-2.5	Glow-5	Glow-10
Total hours per month	1	2.5	5	10
Discount off regular rate	15%	20%	25%	30%
Subscription hourly rate	\$50/hour	\$48/hour	\$45/hour	\$42/hour
Monthly rate	\$50/month	\$120/month	\$225/month	\$420month
Quarterly rate	\$150	\$360	\$675	\$1,260
Biannual rate	\$300	\$720	\$1,350	\$2,520
Annual rate	\$600	\$1,440	\$2,700	\$5,040



WEB HOSTING & MAINTENANCE COMBO PLAN

Available in six or twelve month terms. Offers the convenience of monthly maintenance and web hosting in one package, with discounts given for annual prepayment.

If you need more than 1 hour of maintenance monthly, consider signing up for our [subscription maintenance plan \(previous page\)](#).

Features

- Includes ANY work that you want us to do, from editing to design – you bank blocks of time with us and can use it however you see fit.
- Monthly service hours can be rolled-over or banked for the full term of your commitment (six or twelve months)-- so if you don't use your full allocation one month, you can add it to your time the following month (hours cannot be banked beyond the term you sign up for)
- Additional hours are billed as needed for work you request at the hourly rate of \$60.00 if your banked hours run out.

For our regular hosting plans, without maintenance, please visit our website at <http://glowvirtual.com/hosting/index.html>

Monthly time	Type of Hosting Plan				
	Glow to Go	Glow to Grow	Glow in the Know	Glow Pro	annual discount
15 minutes monthly fee biannual fee annual fee	\$ 22 \$130 \$250	\$ 25 \$150 \$285	\$ 30 \$180 \$345	\$ 40 \$240 \$455	5%
30 minutes monthly fee biannual fee annual fee	\$ 37 \$220 \$420	\$ 40 \$250 \$455	\$ 45 \$270 \$515	\$ 55 \$330 \$630	5%
45 minutes monthly fee biannual fee annual fee	\$ 52 \$310 \$560	\$ 55 \$330 \$595	\$ 60 \$360 \$650	\$ 70 \$420 \$755	10%
60 minutes monthly fee biannual fee annual fee	\$ 67 \$400 \$725	\$ 70 \$420 \$755	\$ 75 \$450 \$810	\$ 85 \$510 \$920	10%