



FileMaker Consulting and Development

Standard Rates and Terms

With effect from 1 January 2010

Our commercial rates are shown below and these apply to all work except where otherwise agreed by special arrangement.

Project/Commitment Duration*	Standard Rate**
Ad hoc hourly (not paid in advance)	\$245.00 per hr
Less than 4 hours (when paid in advance)	\$205.00 per hr
Between 4 hrs and 24 hrs (paid in advance)	\$195.00 per hr
Between 25 hrs and 99 hrs (by arrangement)	\$185.50 per hr
100 Hours or more (by arrangement)	\$178.50 per hr

* Applies to each individual purchase which is committed and scheduled.

Calculated at the time the retainer is invoiced.

** Amounts shown are in USD

Additional purchases (eg extending existing projects) will be payable at the applicable scale rate for the extension (rather than the original project rate) except where specifically agreed in advance. All work not covered by advance payment will be billable at the Ad Hoc rate.

Standard Terms

- For commitments of 50 hrs or less, payment in full is required in advance.
- For longer periods of work, a non-refundable retainer of not less than 50% of the contract/quoted price (any one purchase) is required in advance.
- Work will go into our schedule based on our availability at the time the retainer is received. Lead times are typically 20 to 30 working days. Shorter lead times are by negotiation and subject to availability.
- For retainer-based projects, unless otherwise agreed, time worked will be billed on a 30 day cycle, with 50% of the hours for that cycle being offset against the retainer (where applicable).
- Time will be allocated pro-rata (not rounded to the nearest hour or half-hour). Allocations will include time spent in communication, specification, research, design, prototyping, coding, testing, delivery, debugging, documentation and training.
- Except where otherwise agreed in advance any purchased time (or retainer-value) remaining at the conclusion of a given work block will be held on account and may be used for ongoing support or rolled forward to a subsequent project, at the client's discretion.

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