



Website Service Agreement

Association: _____

Start date: _____

Condominium(s): _____

Board contact (name, email): _____

PLAN (CHECK ONE)

- ☐ **Monthly:** \$69 per month. ☐ **Annual:** \$690 per year, paid in advance.
- ☐ **Optional "we load it for you" setup:** \$299 one time (\$149 with the yearly plan), up to 200 pages (larger jobs quoted in writing first).

WHAT WE PROVIDE

- A website for the association with a public front page, a "Notices" area and an owners-only area, plus a labeled place for each document type listed in F.S. 718.111(12)(g)2.
- Owner logins (owners ask through the site; the board sends them) and email reminders on dates the board chooses.
- If chosen, scanning and sorting of existing records, with pages that appear private pointed out. Nothing is posted until the board approves it. Records are sent electronically by default; if mailed, send copies, not originals, and we return or shred them as the board chooses.

WHAT THE ASSOCIATION DOES

- Decides what to post and posts it on time; removes private information before posting (F.S. 718.111(12)(c)); gives owners logins on written request; keeps its list of board users current.
- Keeps its official records and continues any physical notice posting its rules or the law require.

IMPORTANT LIMITS

- We are not a law firm and not a community association manager. We do not give legal advice, draft or send notices, work out legal deadlines or manage the association.
- We do not guarantee the association meets any law; that depends on what the board posts and when.
- Our total liability is limited to fees paid in the 12 months before a claim, except for fraud, willful misconduct or our security duties.

PAYMENT, TERM AND CANCELLING

- Invoiced in advance; pay by ACH, check or card. No setup fee for the website. 60 days' written notice before any price change.
- Month to month, or yearly if Annual is checked. Cancel any time in writing. Annual plans are refunded for unused full months.
- After the service ends, files are kept 60 days for download, then deleted.

DOCUMENTS AND OWNER INFORMATION

- The association owns everything it uploads and can download all of it at any time.
- Owner information is used only for the association's website and business, never sold, shared or used for marketing (F.S. 718.111(12)(a)7).
- We will report any breach affecting personal information within 10 days of finding it (F.S. 501.171(6)). If we stop offering the service, we give 90 days' notice and a full download.

This agreement includes the Condo Notice Board Terms of Service (condonoticeboard.com/terms) as of the start date. If they conflict, this signed agreement controls. Florida law governs; venue is Citrus County, Florida. This agreement may be signed electronically, and electronic signatures and copies count as originals.

Board approval: approved by the board of directors at a duly noticed meeting held on _____.

Signature, for the Association

Signature, Craig Solomon, Manager, Fulcrum Enterprises LLC

Printed name, title and date

Printed name, title and date