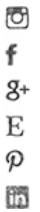


LMM DESIGNS CLIENT DETAILS & DISCLAIMER

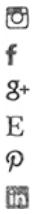
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BUSINESS SUPPORT SERVICES
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LMMD CUSTOMER / CODE ("the Client")			
Business Name			
ABN/ACN			
Type (circle)	Company	Partnership	Individual / Sole Trader
Trust			
Business Address			
Full Name		(Owner 2)	
DOB			
Phone			
Mobile			
Drivers License			
Email			
Email Password			
Credit Card #			
Expiry		CVC	
Address linked to Credit Card			
Facebook Username		Password	
Instagram Username		Password	
Pinterest Username		Password	
Twitter Username		Password	
LinkedIn Username		Password	
Apple ID		Password	

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ACCOUNTING SYSTEMS			
Xero		Password	
Stripe		Password	
Paypal		Password	
Afterpay		Password	
Email Newsletter Provider (i.e. Mailchimp)		Username	
		Password	
Domain Provider (i.e. GoDaddy / NetRegistry)		Username	
		Password	
Website Hosting Provider (i.e. Wordpress)		Username	
		Password	
1Password Security Key		Username	
		Password	
Phone Passcode		Tablet / iPad Code	
Computer Password			
OTHER		Username	
		Password	
OTHER		Username	
		Password	
OTHER		Username	
		Password	



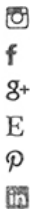
TERMS & CONDITIONS

1. Felicity Little of LMM Designs ("LMMD") will provide the Client with website design, branding and/or business support services ("Services") as required.
2. The Client will pay a fee for the Services ("Fee").
3. LMMD requires payment of the Fee for the Services it provides to be made in one of three ways:
 - 3.1. at the time LMMD completes carrying out the Services; or
 - 3.2. by way of a staged payments requiring:
 - 3.2.1. that the Client makes payment of a non-refundable commencement deposit, comprising 50% of the Fee, before LMMD commences performing the Services, and
 - 3.2.2. payment of the balance of the Fee when LMMD completes carrying out the Services or the payment of the balance of the Fee in a few fixed payments; or
 - 3.3. 100% upfront payment for quoted print jobs before order can be processed.
4. The Client shall make payment of the Fee to LMMD in the way specified by Clause 3.1 or Clause 3.2 as required by LMMD.
5. The Client shall pay LMMD invoice(s) by the due date specified on the invoice(s).
6. The Client acknowledges that LMM Designs will store the Client's personal information provided in an encrypted password storer '1Password' ("the Password Manager") until such a time that the Client requests LMMD remove the personal information from the Password Manager (refer page 4).
7. LMM takes no responsibility for ongoing changes and/or management of client passwords while held in LMMD's Password Manager.
8. LMMD undertakes to permanently destroy the original and all copies of the first two pages of this form once the Client's details are entered into the Password Manager.
9. It is recommended that the Client signs up for their own account with the Password Manager (affiliate link via lmmdesigns.net homepage) for ongoing management of their own passwords.
10. The Client irrevocably releases LMMD from all claims in respect of the Client's use of the Password Manager and all personal information stored in LMMD's Password Manager.
11. The Client irrevocably indemnifies LMMD against all actions, claims, proceedings, costs and damages (including legal costs and expenses) arising out of any breach of the Client's obligations under this agreement or out of any claim by a third party based on any facts which if substantiated would constitute such a breach.

CLIENT 1 SIGNATURE		DATED	
FULL NAME			
CLIENT 2 SIGNATURE		DATED	
FULL NAME			

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REQUEST FOR DESTRUCTION OF RECORDS AND PERSONAL INFORMATION

I, the Client, request that LMMD permanently delete all records and personal information from file.
Note: This is only to be signed if/when the clients business relationship ceases and/or they no longer want LMMD storing personal information in LMMD's 1Password system on behalf of clients.

CLIENT 1 SIGNATURE		DATED	
FULL NAME			
CLIENT 2 SIGNATURE		DATED	
FULL NAME			
I, Felicity Claire Little of LMMD, confirm that all records and personal information of the Client have been permanently deleted from the file.			
SIGNED		DATED	