



**HUBERT WILK**

*PADDOCK VIEW  
35A BLAIR AVENUE  
ESHER  
SURREY  
KT10 8BQ  
ENGLAND*

+44 (0)757 651 49 67  
+44 (0)208 972 92 81  
E-MAIL : ASK@HWILK.COM  
WEBSITE : WWW.HWILK.COM

## **TERMS AND CONDITIONS**

### 1) DEFINITION OF KEY WORDS AND PHRASES :

- HW- THE COMPANY THAT WORK ON CLIENT PROJECT (HUBERT WILK).
- CLIENT – PERSON OR ORGANIZATION THAT REQUIRES PROJECT/WORK.

### 2) YOU AS CLIENT CAN:

- RELAY ON FULL CONFIDENTIALITY WITH HUBERT WILK WITH ANY PROJECT.
- AT ANY TIME SEND EMAIL TO US AND WE WILL RESPOND WITHIN 24 HOURS.
- ASK ABOUT PROGRESS OF THE WORK WITH RESPOND WITHIN 12 HOURS.
- PAY DIRECTLY ON WEBSITE AT ANYTIME FOR SERVICE THAT WE PROVIDE FOR YOU.
- CONFIRM BY EMAIL ENGAGEMENT OF CONTRACT TO MAKE IT SIMPLE AND QUICK.

## **PRICING POLICY**

### HOW HUBERT WILK WORKS TO KEEP BOTH SIDES SATISFIED AND CONFIDENT:

- CLIENTS PAY 25% DEPOSIT AND PROVIDE ALL INFORMATION AND DOCUMENTATIONS NEEDED
- HUBERT WILK WORKS ON PROJECTS AND PROVIDE RESULTS
- CLIENT APPROVE ONLINE LOW RESOLUTION GRAPHIC / WEBSITE DESIGN
- CLIENTS PAY OTHER 60% OF PRICE TO PROCESS FINALIZE PRODUCT
- HUBERT WILK PROVIDE WITH A LINK DO DOWNLOAD ALL FILES AND/OR ALL INFORMATION FOR WEBSITE DESIGN FOR WEB HOSTING TO TAKE FULL CONTROL
- CLIENTS PAY BALANCE OF 15% WHEN THEY HAVE PRODUCT ON THEIR EMAIL / ON THE SERVER

*PLEASE NOTE AS WITH LONGER CONTRACTS, PROJECTS AND LONG-TERM PARTNERS ALTERNATIVE WAY OF WORKING CAN BE ARRANGED, BUT TO CREATE BOND AND CONFIDENCE BETWEEN BOTH SIDES THE ARRANGEMENT ABOVE MAKES A SOLID AND TRUSTING WORKING RELATIONSHIP.*

ANY MISPAYMENTS TO HUBERT WILK FOR WORK PROVIDED MAY RESULT WITH OVERTAKING ALL RIGHTS TO THE DESIGN WORK AFTER A 30 DAY PERIOD FROM TIME OF MISSED PAYMENT.





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## **REFUND POLICY**

YOU CAN EASILY CANCEL YOUR SUBSCRIPTION AT ANY TIME. THERE ARE NO CANCELLATION FEES, ALTHOUGH NO REFUNDS ARE PROVIDED FOR ANY USED PERIODS OR WORK DONE ON PROJECT. WHEN FINAL PRODUCT IS ACCEPTED AND PAID, HUBERT WILK DO NOT PROVIDE RETURNS.

## **PRIVACY POLICY**

HUBERT WILK HAS THE UTMOST RESPECT FOR OUR CUSTOMERS PRIVACY. IN NO WAY WILL WE VIOLATE THIS PHILOSOPHY. WE WILL NOT RELEASE ANY INFORMATION THAT WE HAVE GATHERED ABOUT OUR CUSTOMERS.

ANY INFORMATION THAT WE GATHER FROM OUR VISITORS WILL BE COMPILED ANONYMOUSLY AND USED SOLELY FOR OUR STATISTICAL PURPOSES ALONE. THE STATISTICAL INFORMATION WE GATHER FROM OUR USERS WILL BE USED TO HELP US ENHANCE THE EXPERIENCE FOR OUR CUSTOMERS.

ANY PRIVACY CONCERNS SHOULD BE DIRECTED TO [ASK@HWILK.COM](mailto:ASK@HWILK.COM), WE TAKE ALL PRIVACY CONCERNS VERY SERIOUSLY AND WILL RESPOND APPROPRIATELY AND QUICKLY. OUR CUSTOMERS ARE OUR NUMBER ONE PRIORITY AND WILL CONTINUE TO BE OUR FIRST PRIORITY AT ALL TIME.

