



**ANNUAL MAINTENANCE PLAN**  
**Orlando Web Solutions, LLC.**

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**NEW CLIENT Website Discovery: \$350**

New client sign on cost includes the WordPress Website Discovery process. All designers work differently when it comes to building a website - this process entails an analysis of current website, all Plug-ins, WordPress Core Software Version, Hosting Plan, PHP Software Version & bringing the entire site up to speed.

**Annual Website Maintenance Plan (Quarterly Website Updates) - \$500/year**

I've noticed a lot of my clients just don't have the time, or even remember, to regularly maintain their website...Until the site is down from an outdated plugin failure or software - and they are scrambling to figure out what happened, and how long it has been down.

It's **crucial** to circle back and check in on your website AT LEAST every 3-4 months, to ensure everything is working properly, and the website is up to date with the latest software.

**WEBSITE FUN FACTS:**

- Plugins **regularly get updated by the plugin creator (sometimes 3-4 times a year)**. This ensures plugins are running correctly on your site and keeps your site functional and secure. Once an update is available for a specific plugin, then it should be updated as soon as possible.
- Major updates to the WordPress core installation files happen **2 to 3 times per year**
- PHP versions once a year - with **older versions only being supported for 2 years after they are released.**

If your website runs longer than a year with NO maintenance - chances are, the website **will break** when you decide to update some of the features. This plan will put you on a regular website maintenance schedule with Orlando Web Solutions, LLC for the term of 1 year.

**Annual Maintenance Agreement includes:**

- Quarterly Website Checkup (every 3 months/4x a year)
- Website Performance Analysis
- Website Security Analysis and UPDATE
- All Existing Plug-Ins UPDATE
- Wordpress platform UPDATE
- PHP software UPDATE
- SEO analysis and UPDATE
- ANY **minor** client edits/updates/new content, pages, services pertaining the existing business.

**\*All major Credit/Debit Cards accepted**

**\*MAKE CHECKS PAYABLE TO: Orlando Web Solutions, LLC.**

**\*ZELLE PAYMENTS: [OrlandoWebSolutions@outlook.com](mailto:OrlandoWebSolutions@outlook.com)**