

## **ALX Small Biz Website Program**

### **Application Terms & Conditions and Consent**

Application for the ALX Small Biz Website Program constitutes an unconditional agreement to and acceptance of the following Terms and Conditions. The Applicant is responsible for ensuring his or her familiarity with the Terms and Conditions.

1. By applying, the Applicant certifies that it is not under any agreement or restriction that prohibits or restricts its ability to disclose or submit the materials included in the application or otherwise to apply for the program.
2. The Applicant acknowledges that all proprietary information provided by the Applicant will be kept confidential by the Alexandria Small Business Development Center to the extent permitted by the Small Business Administration's (SBA) Confidentiality Rule and other applicable Virginia laws and regulations.
3. The Applicant acknowledges that any non-proprietary information provided by the Applicant may be used in public reporting and promotion of the program.
4. The Applicant acknowledges that this is not a grant program and they will not receive funds if accepted. If accepted, the Applicant will receive a basic WordPress website for their small business after consultations with the Alexandria Small Business Development Center and W3 Consulting.
5. If the Applicant is accepted into the ALX Small Biz Website Program, they acknowledge and agree to meet with the Alexandria Small Business Development Center, W3 Consulting, or their designee to develop, refine, and approve their website.
6. If the Applicant is accepted into the ALX Small Biz Website Program, they acknowledge to provide a timely response with communication and content to the Alexandria Small Business Development Center and W3 Consulting. They acknowledge that failure to do so can result in the removal of the small business from the program.
7. If the Applicant is accepted into the ALX Small Biz Website Program, they acknowledge they must attend at least one "new website" cohort session.
8. If the Applicant is accepted into the ALX Small Biz Website Program, they acknowledge that the Alexandria Small Business Development Center will cover the startup costs of developing a basic WordPress website as well as website hosting capabilities for one year. After one year, the Applicant is responsible for the cost of website hosting and maintenance, approximately \$300 per year. The Applicant can choose to stay with the current host or switch hosting platforms.