



**PLEASE READ THIS CUSTOMER-PROVIDER POLICY CAREFULLY BEFORE MAKING AN APPOINTMENT WITH BEEZEE VISION, LLC.**

By using the beezeevision.com, LLC. website (the "Site") or any BeeZee Vision, LLC applications or application plug-ins ("Applications"), you agree to follow and be bound by these terms of use (the "Terms of Use") and agree to comply with all applicable laws and regulations, including United States export and re-export control laws and regulations. In these Terms of Use, the words "you" and "your" refer to each customer, Site visitor, or Application user, "we", "us" and "our" refer to beezeevision.com, LLC. and "Services" refers to all services provided by us.

It is your responsibility to review this Customer-Provider Policy. If at any time you find these terms unacceptable or **if you do not agree to these Customer-Provider Policy, please do not use this Site or any Applications.** Customer-Provided Policy has been revised to foster an affable business relation and mitigate miscommunications between the CUSTOMER (you or your entity) and the PROVIDER (BeeZee Vision, LLC). If you have any questions about these Terms, please contact our Customer Care Center at [info@beezeevision.com](mailto:info@beezeevision.com) or 757-454-6526 Monday-Friday 10:00-17:30.

YOU AGREE THAT BY USING THE SITE, ANY APPLICATIONS, AND THE SERVICES YOU ARE AT LEAST 18 YEARS OF AGE AND YOU ARE LEGALLY ABLE TO ENTER INTO A CONTRACT.

Please, also review the BeeZee Vision, LLC [Customer-Provider Policy](#), and [Privacy Policy](#), available at [www.beezeevision.com](http://www.beezeevision.com)

BeeZee Vision, LLC believes in transparency between the customer and the service provider. For that reason we established guidelines and regulations. These help us mitigate miscommunication thus expediting the process of making your project a reality. This document is a pre-requisite before making any kind of Business Appointment with BeeZee Vision, LLC.

**1. PRE-APPOINTMENTS:** BeeZee Vision, LLC has made every reasonable effort to delineate the policy regarding appointments. When you agree with our policy, Customer(s) are required to register a BZV, LLC-Customer account\*. Returning customers are still required to acknowledge agreement to these terms.

**A. First time Customers:** This will generate a BZV Serial Number.

- Fill all required Information
- Double check your information before submitting
- You will receive an auto-reply email with name/address BZV, LLC Appointments [appointments@beezeevision.com](mailto:appointments@beezeevision.com)

**B. This is what Customers can expect next:**

1. BZV, LLC will follow up with you within 2 business days via telephone or e-mail if your phone is unavailable.
2. When BZV, LLC contacts you, they will ask you a couple of questions included in your auto-reply email. This is done as a security layer and for verification purposes. If you were a referral, BZV, LLC will ask you for the Reference Code during this step\*\*.
3. BZV, LLC will schedule your appointment based on mutual availability. This date must be confirmed by you.
4. BZV, LLC will give you a reminder of what you will need to bring to your appointment.
5. BZV, LLC will send you an email to confirm your appointment with time and date and what to bring.
6. Customer acknowledges by replying email to BZV, LLC.

\* BeeZee Vision, LLC will not share your information with any unauthorized third party. We keep all your information in file locked and confidential. Please see our Privacy and Security section for details.

\*\* **5% FINDERS FEE:** When an entity or person referred to BeeZee Vision, LLC signs a contract, we extend our thanks to them by offering a 5% Finder's fee in Cash\*\*\* or via PayPay. In order to receive compensation they have registered with BeeZee Vision, LLC to receive a Reference Code. BZV, LLC will ask you for this code (from your referral) when making an appointment with us. As soon as the customer places their down payment we will send them our thank you in the form of a payment.

\*\*\*Cash payments will actually be in the form of a Check. This helps our bookkeeping process while ensuring that the person cashing the check is the legitimate beneficiary.

**2. BEFORE COMING TO AN APPOINTMENT:** In order to maximize the efficiency of your allotted time, we strongly encourage you to consider on the following factors before our meeting:

- What type of service(s) are you more likely to pursue?
- Do you have all web content readily available?
  - E.g. Pictures, videos, text, concepts, ideas, logos, etc.?
  - Do you own or have legal authorization to utilize any of the content you plan to provide?
- What is your operational budget?
- Will you be pursuing future upgrades to your service?
- If you don't have your web site content yet, how long will it take you to gather that content?

**3. FACE TO FACE APPOINTMENTS:** BeeZee Vision, LLC has instituted **BeeZee Time**, you can find this synchronized hour on our traditional site, mobile site and all clocks in our facilities. We go by this clock, always. Please try to arrive a few minutes before your appointment so we can start right on time, every time.

An appointment with BeeZee Vision, LLC is a precisely structured system. Every Customer will receive wealth of information and knowledge regarding this industry. As a Customer(s), you will have a precise blue print on how to proceed from that point forward. We instituted this system because your time and our time is the most valuable asset, and we strive to maximize every minute in an efficient manner. Thorough preparation is the key to a smooth product. BZV, LLC will always emphasize pre-planning.

**A. Consultation Fee:** BeeZee Vision, LLC charges USD 95.00 per hour. One hour should enough time to reach an agreement and planning path under our system. For the first hour the 95.00 payment is credited to the service you choose to pursue with BeeZee Vision, LLC. In the unlikely event that an agreement is not reached, after providing the consultation fee payment to BeeZee Vision, LLC the Customer(s) will be entitled to take with them the development package created during the appointment.

**B. Timeline of Events:** Every BeeZee Vision Appointment will follow this format:

1. BZV, LLC representative(s) greets Customer(s) provides a hard copy of Customer-Provided Policy for signature. Document will be dated and timed. We will not take any further steps until this has been signed. No exceptions.

Please Initial after reading page 1 of 2:

Customer#1 Initials: \_\_\_\_\_ Customer#1 Initials: \_\_\_\_\_ BZV, LLC Rep Initials: \_\_\_\_\_

2. BZV, LLC representative(s) provides a Confidentiality Agreement for revision & signature (also available in our site).
3. Customer(s) provides a description of their envisioned product to BZV, LLC representative(s). Customer(s) is encouraged to cite a BeeZee Web/Mobile-Package by name or description to ease this process.
4. BZV, LLC conducts a questionnaire regarding Customer(s) immediate needs/wants about their product(s). This is a fully customized event, as it varies from industry to industry. Samples of questions you might expect include:

- What package they have chosen?
- What material they have readily available or plan to provide?
- What payment plan they want to choose?
- Time frame for delivery of content (do you need rush delivery)
- Planning date to start the project with BZV, LLC.
- Do you have a web host & domain registered? Will you need that service in addition?

**NOTICE:** This will be a very forward-thinking questionnaire. Details will go very depth to mitigate any rework. If the Customer(s) have all the content and material readily available, BZV, LLC will do a thorough check of the material immediately. A hard copy agreement of legitimacy ownership and/or authorization of use for content will be signed before taking custody of the material. Each Customer(s) is required to certify the authenticity and authority to utilize the provided content in their site. **BZV, LLC is not responsible for any copyright disputes that could arise from unauthorized content provided to us. Every piece of content must be thoroughly checked by the Customer(s) before it gets uploaded to their website.**

5. Customer(s) query about anything that has not been covered, or plans for future updates if required. Questions about add-on services (if applicable) will be discussed at this time. Sometimes this will require a secondary appointment if pertaining to a complex service.
6. Customer signs contract with BeeZee Vision, LLC. Process starts upon Customer providing down payment and content. Payment schedule and Military Discount (if applicable) is negotiated at this time.
  - If Customer(s) does not have any required content material, a deadline will be selected for delivery of such material. **BeeZee Vision, LLC cannot start working on a project if Customer(s) fails to provide content.**
  - If Customer(s) only has partial content material, a deadline will be selected for delivery of remaining material. If paying in instalments, scheduled payment will not change regardless if content material has not been yet provided. Even if BeeZee Vision, LLC is unable to finish the product due to customer(s) failure to provide content.
  - If Customer(s) failure to provide content exceeds 30 calendar days, the project will be considered suspended and BZV, LLC will collect up to the Second pay instalment [BZV, LLC offers up to three (3) pay instalments]. In that event BZV, LLC will send a notification to the Customer(s). If customer fails to provide content after 15 calendar days from the date of notification, the project will be considered cancelled and will require a \$50.00 re-activation fee in order to restart the project to offset for lost time.
  - Customer(s) are advised to ensure all material is thoroughly proofread and scrutinized before submitting it to BZV, LLC.

- In the unlikely event that an agreement cannot be reached between the Customer and BeeZee Vision, LLC, BZV, LLC will only collect consultation payment in the amount of \$95.00 per hour as agreed.
7. BZV, LLC provides Customer(s) a certified copy of agreements, development plan/contract and invoice. BZV, LLC will keep original documentation for archives. Documentation also delineates payment agreements, and turnover time frames.
  8. BZV, LLC submits Finder's Fee payment to beneficiary (if customer was a referral).

**4. BZV, LLC WORKS ON YOUR PROJECT:** BZV, LLC will adhere to the guidelines as agreed during the face to face appointment. BZV, LLC work flow will be as follows:

1. BZV, LLC Gathers all content material and guidelines and create a serialized working file (both paper and virtual).
2. BZV, LLC Start Coding web site frame for operability.
3. BZV, LLC Add Content and other material as required.
4. BZV, LLC Conduct agreed level of Search Engine Optimization (SEO) and cross platform operability/compatibility check.
5. BZV, LLC Contact Customer(s) to preview of product.
6. [This is the] Customer(s) opportunity to make modifications (within scope of original agreement).
  - a. Major modifications or add-ons will require a secondary contract and additional payment as applicable.
  - b. Minor modifications will not require additional payment.
7. BZV, LLC makes final adjustments to product (as applicable). Customer(s) sites will be hosted in BZV, LLC test server.
8. BZV, LLC provides final product to Customer(s).
  - a. A an optional Web Site backup flash drive is available for \$50.00 + 6% VA Sales tax (total \$53.00) containing the following:
    - i. Backup of website file.
    - ii. Soft copy of all signed agreements with BZV, LLC.
    - iii. Web Site Administrator guidance for web maintenance.
    - iv. Native copy of all raw web content.
9. BZV, LLC collects final payment (if in instalments) and closes serial number as "Completed."
10. BZV, LLC uploads site to live server on the Internet.

BZV, LLC thanks you for reviewing our [Customer-Provider Policy](#). Please retain a hard copy of this document for your records.

Please SIGN to certify your acknowledgment, understating and agreement to **BeeZee Vision, LLC Customer – Provider Policy** terms of service.

Organization: \_\_\_\_\_

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date/Time: \_\_\_\_\_

Organization: \_\_\_\_\_

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date/Time: \_\_\_\_\_

 **BeeZee Vision, LLC** Representative \_\_\_\_\_

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date/Time: \_\_\_\_\_