



2735 Beaver Creek Road • Shell, WY 82441
 Tel: (307) 765-9319 Fax: (307) 765-9219
www.bilbreybusinessservices.com

SEARCH ENGINE OPTIMIZATION/SUBMISSION AND SOCIAL MEDIA PACKAGES

Services and Packages			
Service Description	SEO Package	SEO & Social Media Package	SEO & Social Media Deluxe Package
Keyword analysis (keywords provided by Client)	\$50/hr	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Description analysis (description provided by Client)	\$50/hr	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Optimization of home page on website/mobile site	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Optimization of all pages on website/mobile site	\$50/hr	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Analysis of Main Page text (text provided by Client)	\$50/hr	\$50/hr	<input checked="" type="checkbox"/>
Alternate text on images	\$50/hr	\$50/hr	<input checked="" type="checkbox"/>
Inclusion in Bilbrey Business Service's link network	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Search Engine submission <i>AOL, Ask, Bing, DMOZ, Google, Yahoo! and many more...</i>	One Time (Bing, DMOZ, Google, and Yahoo!)	Once a Month	Semi-monthly
Site Map Creation and Submission	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Professional Stats Package <i>Included: Web Statistics, Google Analytics, Mobile Statistics Also available: InternetSeer, Quantcast</i>	\$50/yr	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Analysis and consulting while building website	N/A	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Submission to international search engines	Request Estimate	Request Estimate	Request Estimate
Conference call to discuss needed changes/improvements	\$50/hr	1 Per Year	2 Per Year
Search Engine Position Report	Quarterly	Quarterly	Quarterly
On-going support and monthly review of position and changes from major search engines and re-optimization of any areas needed	\$50/hr	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Registration to Social Networks (<i>Facebook, Foursquare, Google+, LinkedIn, Pinterest, Twitter, YouTube</i>)	1 SN	2 SN	3+ SN
Social Media Marketing - Programmed Posts via Hootsuite or Tweetdeck with quarterly stats	\$50/hr	\$50/hr	\$50/hr

Plans	Website Optimization One Time Setup Charge	Monthly Submission and Support
We will add any optimization code (description, keywords, alt tags, etc. provided by the client) to the website	\$300	N/A
Optimization with submission to Bing, DMOZ, Google, Yahoo!	\$600	N/A
SEO Package with complete search engine submission	\$750 (Includes automated submission)	\$50
SEO & Social Media Package (Most Popular Package)	\$1,000 (Includes automated submission)	\$75
SEO & Social Media Deluxe Package	\$1,500 (Includes automated submission)	Request estimate

Bilbrey Business Services does not control and therefore does not guarantee your website's placement on any search engine, positioning within a search engine, traffic increase to your web site, leads, emails from your website and duration of time at a given position on any search engine or web directory. **Bilbrey Business Services** cannot guarantee specific positions of any keywords. **Bilbrey Business Services** submits the entire website on your behalf, and if any keywords are performing better than others, it is under the control of the specific search engines. **Bilbrey Business Services** cannot modify or increase the performance of any specific keyword. **Bilbrey Business Services** does not guarantee nor is responsible for an increase in your business productivity or production of qualified business leads. *Keywords and Meta-tags cannot be inserted into flash. **Bilbrey Business Services** may need to reconfigure your home page (if already built) to make your website accessible to search engine spiders.

How it works...

Bilbrey Business Services will work closely with you to select the description and keywords which best describe your business and are proven to be most popular with the public. *Keywords, description, text, and links are the most critical elements in website promotion.* We then optimize your website by programming the correct page titles, keyword phrases, Meta-tags and description tags. We also optimize the pages to load as fast as possible and include additional "spider-friendly" elements to every page of your site, increasing your visibility within the various search engines WITHOUT sacrificing the overall look of any pages. Your website is then submitted to the search engines.

This closely-monitored submission process prevents our clients from dropping off search engines and eliminates the risk of being removed for over-submission "spamming". Bilbrey Business Services monitors the rankings of each of our Client's websites (depending on package), making adjustments to keywords if necessary and keeps all submissions current. With our submission plan your website will be submitted to hundreds of top search engines and several thousand secondary web directories (depending on package). Many of these search engines require manual submission of each page of the website. This process requires a skilled website marketing professional to properly optimize and submit your site to the search engines.

Bilbrey Business Services offers several Stats Packages, which allow you to track hits and traffic on your website and/or mobile site (depending on package). Bilbrey Business Services will also provide you with ranking reports (depending on package) to let you know which keywords are generating the best results and which may need to be modified. Feedback is included in these reports on strengthening keywords, website progress, removing underperforming keywords, etc.

Bilbrey Business Services also offers social media services and maintenance for those companies or professionals that do not have the time to monitor and maintain social media accounts (depending on package). Bilbrey Business Services will research your target market and develop pertinent posts. Depending on the amount of posts we create for you, we will re-write the same subject as needed to make sure that all of the posts contain unique text. Bilbrey Business Services will then maintain and answer any comments or posts from those accounts (if so desired), making you look like a super tech savvy business executive with a workforce behind you and time to manage several accounts and sites.



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All information is required

First Name _____ Last Name _____
 Company _____ E-mail _____
 Office Phone _____ Mobile _____ Fax _____
 Office Address _____ City _____ State _____ Zip _____
 Current Website _____

Plans	Website Optimization One Time Setup Charge	Monthly Submission and Support
<input type="checkbox"/> Add optimization code provided by the Client	\$300	N/A
<input type="checkbox"/> Optimization Only	\$600	N/A
<input type="checkbox"/> SEO Package	\$750	\$50
<input type="checkbox"/> SEO & Social Media Package (Most Popular Package)	\$1,000	\$75
<input type="checkbox"/> SEO & Social Media Deluxe Package	\$1,500	Request estimate

Description/Keywords/Keyword Phrases:

I will submit my description and keywords electronically (recommended)

Website Optimization One Time Setup Charge

Please choose a payment method Visa MC Amex Disc Cash Check *Check # (if applicable) _____

* Name on card _____ Billing ZIP CODE _____

* Credit Card # _____ Security Code _____ Exp. Date _____

* Signature _____ Date _____ Total Setup Charges \$ _____

All information provided by the Client will remain confidential. All sales are final. There are no returns, refunds or product credits. By signing this document you are agreeing to Bilbrey Business Service's Agreement (attached).

Monthly Submission and Support Credit Card Charges Authorization

Please choose a payment method Visa MC Amex Disc Cash Check *Check # (if applicable) _____

* Name on card _____ Billing ZIP CODE _____

* Credit Card # _____ Security Code _____ Exp. Date _____

* Signature _____ Date _____ Total Monthly Recurring Charges \$ _____

All information will remain confidential. All sales are final. There are no returns, refunds or product credits. By signing this document, I agree to Bilbrey Business Service's Agreement (attached). I authorize Bilbrey Business Services to charge my credit card on the _____ day of each month.

Total charge on my credit card today

Total Setup and First Month of Recurring Charges \$ _____ Signature _____ Date _____

Agreement

The following terms and conditions are non-negotiable and will remain confidential. Please initial and sign below to indicate that you have read and agree to these terms.

Bilbrey Business Services highly encourages – but does not require - a six month commitment on any SEO/Social Media Package. Bilbrey Business Services does not control and therefore does not guarantee your website's placement on any search engine, positioning within a search engine, traffic increase to your web site, leads, emails from your website and duration of time at a given position on any search engine or web directory. Bilbrey Business Services cannot guarantee specific positions of any keywords. Bilbrey Business Services submits the entire website and if any keywords are performing better than others, it is under the control of the specific search engines. Bilbrey Business Services cannot modify or increase the performance of any specific keyword. Bilbrey Business Services does not guarantee nor is responsible for an increase in your business productivity or production of qualified business leads. *Keywords and Meta-tags cannot be inserted into flash. Bilbrey Business Services may need to reconfigure your home page (if already built) to make your website accessible to search engine spiders.

Bilbrey Business Services will optimize the Client's website with the keywords provided or agreed to by the Client. Bilbrey Business Services will submit the website to the search engine and web directory services of its choice based on package.

Design Limitations

Bilbrey Business Services will advise the Client of any design suggestions that the Client may supply which might be counter-productive to the SEO efforts. Search engines require specialized programming and text and sometimes these requirements might steer the design of the website in a direction slightly different than what the Client might intend. Bilbrey Business Services will suggest these changes to the Client, and, if needed, will advise that failure to approve these changes might affect its SEO abilities.

Setup Charges

Setup charges cover the cost of both keyword analysis and website optimization. Website optimization includes the addition of key word phrases, Meta tags, page titles and customized text designed to attract search engine spiders. Bilbrey Business Services will optimize all possible pages of the website. Optimization is a process that starts from the evaluation of the design to several weeks after the site is initially submitted. Bilbrey Business Services sometimes requires pages to cache through the Google caching system in order to modify code or text; this process might take up to three weeks between changes.

Monthly Charges

The monthly submission fees are paid in advance on a day of the month selected by the Client. Submission fees cover the cost of manually submitting the website to various search engines and web directories, reporting (depending on package), additions to our link network, changes in optimization parameters (depending on package), communication with Client, creation and administration of social media accounts (depending on package). Failure to pay in advance will result in immediate cessation of supplied services.

Commitment from the Client

The Client will provide Bilbrey Business Services with, or approve the use of, all key words and phrases needed to optimize the website.

Responsibilities and Limitations

Websites may take up to twelve (12) months to begin appearing on search engines. Climbing the rankings in various search engines to the first three pages could require up to twenty four (24) months depending on the keywords.

Bilbrey Business Services does not guarantee placement on or position within the various search engines. Bilbrey Business Services has no control of any search engines or their software and therefore is not responsible for placement or ranking.

Bilbrey Business Services will continue to submit and monitor the ranking of your website on all major search engines. Adjustments will be made if and when necessary to attempt to increase the website's ranking.

Indemnification

By becoming a Client, you have granted us the right to place information you have provided us on your website, as well as on other sites (such as Bilbrey Business Service's website), for marketing and promotional purposes only. You agree to indemnify Bilbrey Business Services and its affiliates against any and all claims or causes of action that may arise with respect to the information you provided.

Warranties

All information on your website is provided to you and the end users on an "as is" or "as available" basis, without warranty of any kind, either expressed or implied, written or verbal, including, but not limited to, the implied warranties of merchantability, fitness for a particular purpose, and non-infringement. Use of your website is at your own risk and at the risk of the end user. We do not warrant that the use of your website will be uninterrupted or error-free. As a service to you and those who visit your website, we permit you to publish information regarding yourself and your services. We do not recommend or endorse you, and we are not responsible for the accuracy or reliability of any opinions, advice or statements made by you or otherwise through your website. It is your responsibility to ensure the accuracy, completeness, or usefulness of any information or content available on or through your website. We are not liable for any comments or suggestions made in regard to the design or features of your website.

