

Hiring a social media manager can transform your online presence, allowing you to focus on what you do best - running your business. With expert content planning and creation, as well as seamless scheduling of posts, a social media manager ensures your brand stays active, engaging, and relevant across platforms. Maximize your impact, reach your target audience, and watch your social media grow with a professional at the helm. Let us handle the details, so you can enjoy the results!

SOCIAL SPARK - \$280

Perfect for startups or small businesses, "Social Spark" ignites your online presence with just the right amount of fuel to get things started.

- **Publishing:** One post per week on Facebook and Instagram
- **Content Creation & Design:** Custom content creation and social media post design. One set of changes allowed per post.
- **Copywriting & Image Sourcing:** Copywriting and sourcing of relevant images

BUZZ BUILDER - \$350

Ideal for growing brands, "Buzz Builder" amplifies your social media reach, creating more engagement and establishing a stronger connection with your audience.

- **Publishing:** Two posts per week on Facebook and Instagram
- **Content Creation & Design:** Custom content creation and social media post design. One set of changes allowed per post.
- **Copywriting & Image Sourcing:** Copywriting and sourcing of relevant images
- **Banner Design:** 4 Banner designs per year (or one every 4 months)

VIRAL VISIONARY- \$550

Unleash the full potential of your brand with expansive, all-inclusive social media management

- **Publishing:** Three posts per week on Facebook and Instagram
- **Content Creation & Design:** Custom content creation and social media post design. One set of changes allowed per post.
- **Copywriting & Image Sourcing:** Professional copywriting and sourcing of relevant images
- **Engagement Monitoring:** Active monitoring and engagement with comments on posts
- **Message Response:** Timely responses to messages, with any product- or service-specific inquiries being redirected to the client if necessary.
- **Banner Design:** 6 Banner designs per year (or one every 2 months)

Setup of social media page (per platform)- **\$250**

Reels & Videos for social media including dynamic slideshow videos - **From \$65**

General Terms

- Ipixel and the client agree to work together to complete the project in a timely manner. If the client does not supply Ipixel with complete information, text, and graphic imagery for the project within the agreed timeframes, the remaining balance of the approved quotation becomes due and payable.
- Ipixel retains the right to showcase the work produced for the client in their portfolio, use the client's name, logo, and project details in its marketing materials and on its website to showcase work unless otherwise agreed upon.
- All artwork produced remains the property of Ipixel until settlement of the final invoice.

Payment Terms

- A 50% deposit is payable before a graphic design project will commence. Full payment is due before delivery of the completed order. Alternatively, a deposit and payment terms for the balance can be arranged.
- Social media management is payable one month in advance.
- Website/software/mobile app projects that have a higher value than \$2,000.00 can be split into a payment plan based on the agreed timeframe.
- Printing projects are payable upfront.

Project Scope & Additional Work

- Additional functionality for a website or requirements for artwork and social media management that was not included in the approved quote will be charged either at an hourly rate or will be quoted separately. Email approval of this additional charge will constitute acceptance of the additional work.
- Any changes to the agreed scope of work must be documented and may result in additional charges.
- Graphic design project artwork includes the initial proof and 3 sets of changes unless stated otherwise. Further changes will be chargeable at an hourly rate of \$65 per hour.
- Ipixel will accommodate 1 set of revisions per social media post. Additional revisions will be billed at \$65 per hour.

Content & Responsibilities

- The client is solely responsible for providing all content (written text and graphics) within 2 weeks of approving the quotation (graphic design and websites). If Ipixel is required to source content on the client's behalf, the hourly rate will be charged.
- The client is responsible for approving content and providing feedback in a timely manner.
- The client will provide necessary access to social media accounts, branding guidelines, and any required content (e.g., logos, product images, etc.).

Social Media Management

- Social media management services will be provided for the following social media platforms: Facebook & Instagram.
- Ipixel is not responsible for any damages or losses resulting from unauthorized access to the client's social media accounts.

Client's Representation

- The client confirms that the person signing the contract or agreement on behalf of the client has the authority to do so and to bind the client to these terms and conditions.

Acceptance of Terms

- By accepting the quotation provided by Ipixel, the client agrees to be bound by these terms and conditions. Acceptance of the quote constitutes acceptance of all terms and conditions outlined herein.
- The client confirms that the person accepting the quote on behalf of the client has the authority to do so and to bind the client to these terms and conditions.

By accepting this quote, you agree to be bound by our full Terms and Conditions, which are attached to this email or supplied with this document. The full terms and conditions are also available on our website.