

# Invoice 0072

## Invoice

Website Maintenance



Date | June 15, 2022  
Invoice Number | 0072  
Invoice Due | June 29, 2022

From | Top Technologies  
Anthony Jumaquio  
94 Kaolin St.  
Marikina City, 1809  
PH

To | Ateneo Alumni Association

Invoice Total | Php8,000.00

Balance | Php0.00

Service	Price	Amount
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Site Maintenance (Hosting Included):	Php8,000	Php8,000
File Cleanup		
Optimization (Regular monitoring and updating)		
DNS Management		
Content Management (edit, revise, update or create textual/minor graphical content)		
Eail Management ( create, modify, suspend accounts)		
Consultation and guidance on the use of website		

Subtotal	Php8,000.00
Total ?	Php8,000.00
Payments	Php8,000.00
Balance	Php0.00

## Notes

Thank you! we really appreciate your business.

## Terms

For Website Development projects, we require at least 30% deposit for work to commence. Balance will be due one month later, or when the website goes live, whichever is the **earlier date**. Payment must be made in advance for any support/maintenance packages, first month will be waived.

Payment must be made by **bank transfer (via BPI, ING or Unionbank)** .  
Failure to complete full payment within 7 days of the agreed due date will result in interest being charged (at a rate of 1.5% per month or part thereof) on the outstanding balance.  
If the original requirements change, I reserve the right to change my original estimate following consultation with the client.

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