

COMPANY CONSTITUTION

The following thirteen (13) articles form the constitution and rules of practice ('the rules') of Dan Binns Web Design & Services ('the company').

- i. It is hereby decreed that DANIEL BINNS is the sole proprietor and owner of the company ('the proprietor').
- ii. The services, skills and knowledge of ANDREW ROGER LIM are employed for backend programming and technical assistance.
- iii. ANDREW LIM is the sole employee of the company ('the employee').
- iv. All income for the company will be paid directly to the proprietor.
- v. All income will be split in a ratio of 50/50 between the proprietor and the employee.
- vi. All expenditure in the name of the company must be shared at a ratio of 50/50 between the proprietor and the employee.
- vii. All major company decisions and the general direction of the company must be privy to all involved in the company, although the final choices and actions remain the sole responsibility of the proprietor.
- viii. It is hereby decreed that it is the goal, aim and mission of the company to provide the most effective and appropriate web design and information technology support solution for their needs.
- ix. The client comes first. No client will be second-guessed or over-ruled. All ideas put forward by the client will be considered. All requirements of the client must be implemented.
- x. Remuneration will only be sought when work is done for the client.
- xi. The client reserves the right to cease patronage of the company at any time. The company will not pursue the client for further business once final remuneration and arrangements have been settled.
- xii. As at the time of signing, the company makes use of Macromedia's Dreamweaver software for design purposes, Adobe Photoshop for image and photo manipulation, HTML and CSS formatting languages, PHP scripts and flat file systems for database networks and various smaller applications for administration and coding purposes.
- xiii. The rules are subject to addition or amendment at any time. Addition or amendment will only be made on the agreement of the proprietor and the employee.

I have read and will work and abide by the above rules.

DANIEL BINNS
Proprietor

ANDREW LIM
Advisor, Employee