

Partnership Agreement between Your School and ExtraCash4Schools.com

This is an agreement between the owners of this site (www.extracash4schools.com) and the School who is to benefit.

1) What we expect from our School partners.

- Regular promotion of the site to the parents, governors, teachers, fund raising committee and any other individuals or organisations who are linked or associated with the school.
- The School can, with the permission of us, the owners and managers of the site, link the site to any other suitable local business or association linked to the school or who support the school.
- The School must understand that the more people who visit the site, the more income they will earn as a result of generated commissions.

2) What the School can expect from the site managers and administrators.

- We will keep the site in good working order, regularly maintain the site and update and fix where necessary.
- Once the school has agreed to become our partner they have 7 days to review the categories on offer. If there are any categories or retailers they do not wish to promote, they need to tell us via e-mail which categories or retailers to remove.
- Once 7 days have passed, we reserve the right to charge an administration fee of £5.00 each time we are asked to remove any retailer or category (the fee will be deducted from future income).
- We cannot guarantee the continued inclusion of any retailer or partner, and we will regularly add new retailers and businesses to our database. We will give Schools 7 days after the inclusion of each new entrant to request that that entrant is not added to their site, during which there will be no additional charge for withdrawal of retailers.
- If a retailer withdraws from the scheme, they will be removed from the database with immediate effect. We will alert the schools contact by e-mail and advise of any changes. We will not give notice of withdrawal of a retailer.
- Over time, we will enhance the look, feel and functionality of the site. We will not confer with any school or partner regarding any changes and we will not customise or offer any individual pages other than by separate negotiation.
- As soon as a purchase has been made, we will be made aware that a transaction has occurred and will know which site the purchase originated from, and how much it and the commission is. We will not know the identity of the purchaser or what they purchased.
- Most retailers offer a returns period during which any purchaser can return the goods or exchange them. Accordingly, we will not pay out any monies due until after this period of time has lapsed. This will typically mean that although income can be earned almost immediately, the school will not receive payment until after 3 months has lapsed.
- All funds, net of fees, will be kept in a separate account at this time.
- Payment to the School will be made by way of electronic bank transfer only. There will be no option to receive a cheque so a relevant bank account number and sort code must be provided within three months of the first commission earning activity.

- The School will receive quarterly statements highlighting activity, dates and potential commission.
- Payment will be made thereafter on a monthly basis (a minimum of £30 gross commission must be earned before payment is made) and payments will be made net of all fees and any other deductions that may have occurred.
- The site owners and management will continue to promote the existing retailers and categories to the users and inform all members of potential and new entrants.
- Over time we endeavour to continually improve the site and increase the opportunities for increased income for the school.
- Additional services will come on stream over time with revenue shares appropriate to the service offered. An example of this will be the opportunity for local businesses to advertise on the site, and the school will be advised at that time what the revenue share will be.
- We reserve the right to change the fee structure at any time with three months notice.
- The free local advertising opportunity (ShopWindow) can be used as an additional revenue building opportunity for the school. If the School wish to request donations in return for individuals advertising their goods and services we can adjust the web site accordingly to reflect this. Should the school decide to ask for a donation, we will require a one off £10.00 admin charge to alter the wording and divert the advertiser to a pay site such as paypal. We will not share in any revenues generated.
- No payment will be made to the school until a minimum of £30 (gross) has accumulated in their commission account.
- Regardless of any accumulated charges for changes etc, we can confirm that we will not invoice the school until an income has been earned. At no stage will an invoice be more than the donation to the school.
- This agreement must be maintained for a minimum of one year, and the School must continue to promote this site for the initial 12 months.
- The contract will continue on an annual rolling basis. Should the school decide to stop benefiting from this service the School must give 3 months notice within 30 days of the anniversary date.
- The School must not run any similar or competing schemes unless they are already in existence and generating revenue at the time of the commencement of this agreement.
- Technical support is limited to e-mail support only. As the program becomes more established, it is possible that more staff will be employed but our initial focus is on functionality rather than beauty. As time goes on the site will evolve. Any support questions can be directed via e-mail via the contact page on <http://www.extracash4schools.com>.
- Support for your users will also be by email, found on the contact page on the site linked to your School.
- We reserve the right to change and alter this agreement between us; you will be contacted via e-mail if any new changes are introduced.
- By ticking your acceptance on the radio button, you have agreed to these terms. By opening a free account with us, you agree to these terms and this partnership agreement.