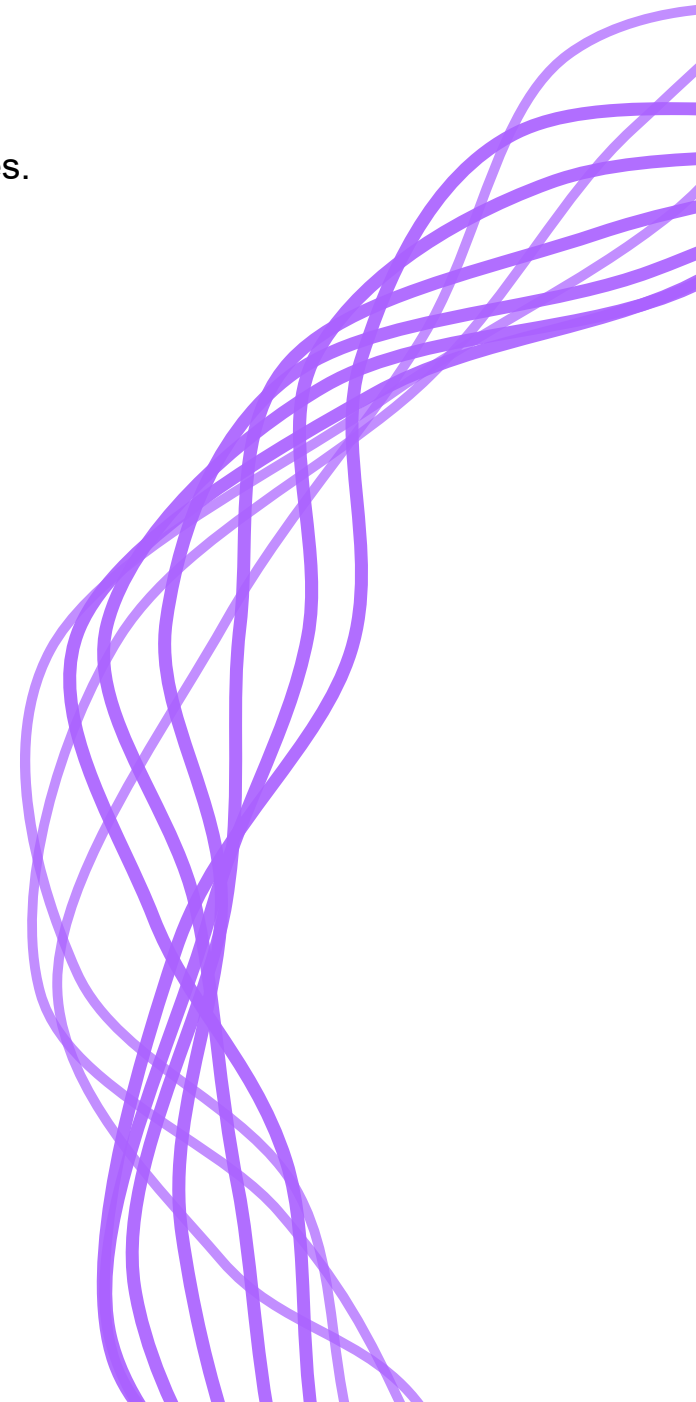
doublespark®
Internet Marketing

Doublespark Ltd Terms of Business Overview

An overview of our service agreements, commercial terms and client responsibilities.



Doublespark Ltd
Terms of Business

3 November 2026

doublespark®
Internet Marketing

Terms of Business

Overview | Version 1.0

DOCUMENT OWNER Gary Cottam, Managing Director	**APPROVED BY** Gary Cottam, Managing Director
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Our full Terms of Business are available separately in PDF format. They explain the basis on which Doublespark Limited provides digital marketing, web and related services, and form the contract between Doublespark and each client. The terms set out how projects are agreed, how fees are calculated, and what both parties are responsible for.

In summary

Our Terms of Business cover:

- **How our agreement is formed** - our proposals and estimates describe the work to be carried out. The agreement comes into force when you confirm your instructions, and we then supply the agreed works and services.
- **Fees, invoicing and payment** - fees are usually based on time charged at our standard rates, and estimates are normally valid for a limited period. Invoices are payable within the stated terms and we may suspend work or delivery, and charge interest, if invoices are not paid on time.
- **Ownership and intellectual property** - you keep ownership of your own content. Doublespark retains ownership of the intellectual property it creates and grants you a licence to use it for the agreed purpose. You should not reuse, adapt or sub-licence our work outside the agreed scope without our permission. We may show examples of the work we create for you in our own marketing.
- **Responsibilities and delivery** - delivery dates are estimates. To keep projects on track, you agree to provide information, content and approvals when needed. Delays in providing these can affect timings and may lead to additional fees.
- **Limitations of liability** - the terms limit our liability to you, exclude responsibility for indirect or consequential loss, and explain that we cannot guarantee specific SEO rankings or marketing outcomes. They also cover issues such as third-party suppliers, force majeure events and your obligation to check and approve proofs.

Please read the full terms

Please read the full Terms of Business carefully before commissioning any work. By instructing us to proceed with a project or by paying an invoice, you confirm that you have read and agree to be bound by these terms. If you have any questions about how they apply to your organisation, you should ask us or seek independent legal advice before proceeding.

This document provides an overview only and does not replace the full Terms of Business.

Doublespark Internet Marketing is a digital agency providing comprehensive SEO and Web Design services to help businesses grow online.