

Order form: ChalkPort Membership Managed Services

Mail to: ChalkPort Pty Ltd, 52 Balvenie St, Qld Keperra, 4054. **OR** **Fax to:** (07) 3303 8445

The subscription fee below covers the managed service for three software applications on the basic data plan:

1. QMS Online technology

Holds any quality, compliance and other organisational documents (content sold separately – see below)

2. Online Learning Centre

Learning management system - unlimited number of users and unlimited number of units. Includes Learningbytes as they become available.

3. Smarter Data Pro

Survey engine with full functionality designed for the Australian training industry

AND: 20% discount on these items from ChalkPort: Workshops and Customisation

ChalkPort managed service responsibilities and basic data plan:

The software applications will be hosted on a shared web server maintained by ChalkPort, subject to ChalkPort's General Terms and Conditions. ChalkPort will provide:

Technical support for software

- Phone, email & ticketing
- Bug fixes
- Upgrades automatically installed
- Server administration and faultfinding
- 1 hour of software training

Hosting and security

- 1GB upload per month
- Unlimited downloads
- Firewall setup & monitoring

Shared server

- 1GB disk space storage
- Hardware faultfinding & support

Backups

- Real time redundant drives with Raid 1
- Encrypted daily backup of files and database
- Off-site weekly back-up of the back-up server
- Critical Restore from backup support

Termination:

The Client may choose not to continue with this agreement at any time after the first six months as long as ChalkPort is given 30 days notice in writing (email is sufficient).

Membership fee is charged in advance on a continuing basis at the intervals indicated below (Includes GST). Tick one:

- \$3,960 annually (Choose one: Invoice me annually Debit my account annually – complete direct debit form)
- \$330 monthly (Complete direct debit form)
- \$88 weekly (Complete direct debit form)

Quality Management System materials:

ChalkPort's Quality Management System is available already pre-loaded inside QMS Online. The once-off fee covers:

- Full set of procedures and documents 'Getting ready for deployment' Guide
RTO staff online quality system induction 'Getting ready for audit' Guide
Updates to materials

- Also** invoice me for \$2,750 (inc GST) to cover ChalkPort's Quality Management System materials

Name of organisation	
Address of organisation	
ABN	
Contact name	
Contact's email	
Contact's telephone	
If the person named above is NOT going to be the day-to-day administrator, please supply details:	
Name of administrator	
Administrator email	

I accept the above conditions on behalf of the organisation:

.....
Name of person (please print)

.....
Signature

.....
Date

Please allow up to 5 working days for processing.

Direct Debit Request (DDR) – Services membership

1. Nominate payment amount

- Weekly @ \$88
- Monthly @ \$330
- Annually @ \$3,960

2. Choose credit card or bank account: [Please print]

- I request that ChalkPort Pty Ltd arrange for funds to be debited from my nominated **credit card** according to the schedule specified above until further notice:

Credit card type: Visa Mastercard

Credit card number:

Expiry date: /

Cardholder name:

Signature: Date:

- I request that ChalkPort Pty Ltd arrange for funds to be debited from my/our nominated **bank account** at the financial institution according to the schedule specified above until further notice:

Financial institution:

Branch:

Account name:

BSB number: -

Account number:

Signature: Date:

Signature: Date:

If debiting from a joint account both signatures are required.