

### **TERMS OF SERVICE**

The HostLegal Terms of Service (TOS) Template is a must-have for any website host providing a paid product or service to site visitors. The fully customizable six-page document allows hosts to explain what customers can expect from the services provided through the site and how those services will be executed. It covers 14 sections of service related issues ranging from customer information and payments to indemnification and limitations of damages. In addition to the TOS document, a Set Up & Order Form template is also recommended.

### **SET UP & ORDER FORM**

The Set Up & Order Form template from HostLegal is ideal for any e-commerce site. The to-the-point two page template is used to clarify pricing, contact information and any other information pertinent to a specific purchase on a website. It is recommended that the Set Up and Order form be used in conjunction with a Terms of Service form which defines the services offered through a website and any stipulations that may come with those services.

### **TERMS OF USE**

Having clear, concise terms of use is imperative to protecting site operators from liability. HostLegal's Terms of Use template is designed to explain, in plain language, exactly what is and what is not considered legal use of a website operator's website. For example: Can someone use images or copy from your site on theirs without permission? If so, for how long? If not, how do they get permission? Whatever the answers, site operators can be clear about them by customizing a HostLegal Terms of Use form. In addition to the Terms of Use template, HostLegal's Privacy Policy template should be used to increase site credibility and maximize website protection.

### **ACCEPTABLE USE POLICY**

The Acceptable Use Policy template, designed by HostLegal, provides liability protection for website hosts in relation to the website owner's use of the network. The detailed 8-page, 10-section template allows guidelines to be set up stating what is and is not permissible use of the network. It includes sections on copyright infringement, hosts' definitions of offensive content and even a disclaimer protecting hosts from their customers' activities. Additional liability protection can be obtained by purchasing the HostLegal Terms of Service template.

### **PRIVACY POLICY**

Website operators can put their intentions in black and white with the help of the HostLegal Privacy Policy template. The form helps operators outline the ways in which information collected from visitors will be used, protected, archived, etc. In all, the HostLegal Privacy Policy template contains five sections covering use of personal and non-personal identifying information, cookies, security and even children's use or nonuse of the site. It's an invaluable tool for site operators looking to add liability protection and gain their customers' trust. Other recommended liability protection products from HostLegal: Terms of Service, Terms of Use, Acceptable Use Policy and Set Up & Order Form.

### **RESELLER PROTECTION KIT 1.0**

The HostLegal Reseller Protection Kit 1.0 is a bundle of nearly 20 pages of unparalleled liability protection. Literally. Prepared by lawyers specializing in Internet Law, the RPK 1.0 templates shield resellers from liability issues ranging from services provided to network use. There are five main templates included in the RPK 1.0; each is broken down into multiple sections, finely detailing service, customer service, use and privacy issues resellers are destined to deal with. Terms of Service (TOS) outlines what customers can expect of service providers, Terms of Use defines what permissible use of the website is and Acceptable Use Policy sets boundaries for use of the host's network. The Set Up & Order Form, used to inform customers of information not included in TOS (such as pricing) is also included as is a Privacy Policy template, which explains how information collected through the site will or will not be used. Though one of the most comprehensive liability protection kits on the markets, the RPK 1.0 should still be used in conjunction with legal consultation.

### **RESELLER PRICING SOLUTION**

Should pricing for services be based on transfer or storage space? That's often a hard one to decide, but not with the HostLegal Reseller Pricing Solution. The template, which is set up in an Excel document, helps resellers determine the best way to calculate pricing services. The formulas are already set up. Just plug in numbers specific to your business. With Reseller Pricing Solution, resellers are also able to set up their actual pricing packages and eventually, generate profit analyses of those packages. As a business owner, it's also important to maintain excellent records of regular business expenses. HostLegal Reseller Pricing Solution helps with that as well. Not only can monthly expense reports be generated but quarterly, semiannual, annual and bi-annual expense reports as well. Basically, Reseller Pricing Solution templates allow resellers to keep tabs on the major financial aspects of their business—definitely key for any reseller.

### **WUPK TERMS OF SERVICE**

Clients won't know the terms required for using your services if you don't disclose them. The HostLegal Wholesaler / Upstream Protection Kit (WUPK) Terms of Service form is a 10-page template containing a Webhosting Reseller Agreement. It also included documents addressing terms for services, branding, storage, force majeure and fifteen other topics. The template is designed as an MS Word document, making it fully customizable for your business. In addition, you'll also receive a special HostLegal graphic to let site users know that the Terms of Service (TOS) outlined on your website have been authored by HostLegal. You have a choice of three colored graphics for your TOS: Gray, red or yellow.

### **WWPK TERMS OF USE**

As an online entrepreneur it's imperative to outline how users are permitted to utilize the sites you oversee / create. The HostLegal Webmaster / Webdesigner Protection Kit (WWPK) is designed to do just that. The simple 3-page form contains fully customizable information regarding the use of content presented on the website, how information collected on clients will be used, and clients' responsibilities as account holders of the site. Plus, there's an explanation of the extent of liability your site / company will assume for a client's consequential use of your services.

### **WWPK PRIVACY POLICY**

Build trust in your clients by including a privacy policy on your websites. The Host Legal WWPK Privacy Policy lets your clients know what is done with identifying and non-identifying information collected from them through your site. It also explains what security measures have been taken to ensure safekeeping of that information. The WWPK Privacy Policy also includes a disclosure on cookies for those of you who use them to recognize clients when they visit and navigate through your site.



#### **WEBMASTER / WEB DESIGNER PROTECTION KIT**

The HostLegal Webmaster / Webdesigner Protection Kit (WWPK) was created to assist webmasters and designers in doing business. It is a set of templates created by HostLegal legal experts. One template addresses privacy policy while the other explains terms of use. Both are important legal disclosures every webmaster or webdesigner should have posted on their sites in order to protect themselves from liability issues that often come with operating and / or creating websites. The documents are delivered presented in two formats—a PDF and a MS Word document that can easily be adapted to fit the needs of your company.

#### **WHOLESALE / UPSTREAM PROTECTION KIT**

The Wholesaler / Upstream Protection Kit (WUPK) by HostLegal was designed solely with website wholesalers in mind. The kit contains templates for almost everything a wholesaler will need to protect themselves from hundreds of possible legal issues. The WUPK comes with five main templates: Terms of Service (TOS), Acceptable Use Policy (AUP), Privacy Policy, Frequently Asked Questions (FAQs), and Set up & Order Form. TOS outlines what customers can expect of wholesales while Acceptable Use Policy sets boundaries for use of the wholesaler's site. The Set Up & Order Form, used to inform customers of information not included in TOS (such as pricing) is also included as is a Privacy Policy template, which explains how information collected through the site will or will not be used. That's not all. The WUPK also contains forms for Contact / About Us and a special HostLegal TOS graphic that can be displayed on your website.

#### **MEGAFORMS LEGAL KIT (MLK)**

Entrepreneurs operating a business need to have their legal bases covered. Especially those operating online businesses and working with clients they'll never meet face to face. With HostLegal's Megaforms Legal Kit (MLK), online entrepreneurs will receive nearly 300 customizable legal forms. The MLK contains documents addressing business-related legal issues from stock and non-piracy to employment agreements and collection demand letters. And because the HostLegal MLK covers more than just business-related topics—you get legal templates regarding investments, sale of personal property, trusts, living wills, etc too—it's certainly a package worth having on hand for the general public as well. Though very thorough on their own, the HostLegal Megaforms Legal Kit should be used in conjunction with private legal consultation.