



## Kingdom of Meridies Office of the Webminister Sub-Domain IT Web Deputy Agreement



SCA Name: \_\_\_\_\_

Mundane Name: \_\_\_\_\_

Kingdom of Meridies Sub Domain: \_\_\_\_\_

I, \_\_\_\_\_, as the sub-domain web-deputy for \_\_\_\_\_ understand that I am being given access to this Kingdom of Meridies Sub Domain under the following terms and conditions.

**Failure to observe these conditions will result in my being dismissed from the web-deputy position:**

I agree to abide by the existing Society and Kingdom laws regarding copyrights and permission to publish contact information, articles and/or photographs. I agree to keep this sub domain in compliance with the Web policies and guidelines issued from the Society and the Kingdom of Meridies. I understand that it is my responsibility to keep current on these policies and guidelines.

I agree to keep the login information, such as the user name and password private and protected to the best of my ability. Should this information be compromised, I will contact the Office of the Web Minister within 48 hours to report it.

I will access only the specific sub-folder assigned to this sub domain. I will not access, view, change or otherwise disrupt any other folders or sub-folders I may see in the course of my duties.

I will check this sub domain for code errors, broken links, correct email addresses and current information (this process heretofore to be referred to as "updating this sub domain") at least once every 3 months. I will use a code, or will manually enter the date this sub domain was last updated at the bottom of the index page of the site. I understand that failure to update this sub domain for four (4) consecutive months will result in contact from the Web Ministers Office, and that failure to update this sub domain for six (6) consecutive months will result in my being dismissed from the web-deputy position.

I agree to use the sub domain name assigned for this group/guild/order/organization and will not use or substitute a privately registered domain name as the URL for this site.

I understand that all content (including but not limited to text, graphics, photos, multi-media, code and/or layout) that is published on the Kingdom sub-domain of my responsibility will become the property of the Kingdom and cannot be removed by me at the end of my term as web-deputy.

I agree that, should I be contacted with concerns, feedback, questions or suggestions regarding the Kingdom Web site or Kingdom Web Ministers office, I will not represent myself as a Kingdom Web Minister deputy. I will refer the contacting party to the office of the Kingdom of Meridies Web Minister.

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Incoming web-deputy

Date

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Kingdom of Meridies Web Minister

Date

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Kingdom of Meridies Seneschal

Date