



Website Compliance/ Managing Legal Issues on the Web in a Cost Effective Manner/

The Importance of the Internet/

Websites continue to grow in importance, irrespective of the type of business that sits behind them. For a retail business, a website represents a hugely important sales medium. For a public body it acts as a point of contact for service provision and obtaining information and guidance. For those involved in creating entertainment related content it is a medium which cannot be forgotten.

Setting Up and Starting Out/

Like any venture, proper attention to legal requirements at the outset ensures a solid risk-free base from which to operate. Like any venture, a website presents some key legal issues, principally arising from the manner in which the site engages with the public. In this context, every website should have a set of terms of use, governing its interaction with visitors. Additionally, every website is likely to present issues regarding personal data, from the use of cookies to seeking visitor information. Where significant interaction takes place, for example in the case of social networking and chat forums, content related considerations

come to the fore, particularly as regards defamation and intellectual property.

Our **Website Compliance** service allows businesses to address all of these areas at formation, through the provision of bespoke documentation, readily employable by developers in the design phase.

Website Compliance Audit/

Similarly, it is crucial that existing organisations ensure their websites are legally compliant. A lack of 'fit for purpose' terms of use, inappropriate use of third party intellectual property such as images, and lack of awareness of the impact of legislation such as disability discrimination or data protection upon website design and function are just some examples of the compliance issues that can expose organisations to unnecessary risk and potential liability.

Our **Website Compliance** service offers a Website Compliance Audit service that involves reviewing websites against the laws relating to their operation and identifying any non-compliant issues that may require remedial work.

Particularly, it provides an easy-to-read report outlining the legal

requirements relating to the particular site, stating our findings and setting out key action points that could be taken towards making the site compliant.

In addition, where rectification is possible through amending wording on the site, we will provide such wording as part of the service.

Where the site does not have the required documentation in place, we will provide you with this.

Particularly, the Website Compliance Audit will consider whether:

- your website sets out all the information that you are legally required to provide to visitors to your website, such as your contact details;
- the terms and conditions of use of your website (if any) cover all of the areas that they should cover, such as appropriate provisions dealing with intellectual property and disclaimers limiting your liability in relation to interactions between visitors and your website;
- your website complies with the requirements of data protection legislation when



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collecting information from visitors to your website, for example, displaying appropriate data protection notices at every point at which personal information is collected from visitors;

- your website meets basic accessibility requirements that have been introduced by disability discrimination legislation.

If the website is used to sell goods online, we can also review your terms and conditions of sale or provide you with a basic set to use. As part of this element of the service, we would carry out a test transaction to verify whether your online sales process is legally compliant.

Fixed Fees/

We recognise that business needs dependability and cost effectiveness. As a result, our **Website Compliance** service operates on a fixed fee basis, facilitating ease of employment within business planning processes,

Terms of use	£400
Privacy Policy	£400
Chat forum terms	£400
E-commerce terms of sale	£750
Website Compliance Audit (non e-commerce site)	£1000
Website Compliance Audit (e-commerce site)	£1300

Please note all of our charges set out above exclude VAT and outlays, which will be additionally due.

Contact/

For further information on the **Website Compliance** service, please contact:



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