Customer Content Authorization and Publication Approval

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This document contains two separate acceptances. Part A authorizes preparation of the website during onboarding. Part B authorizes publication of a specific reviewed version. Accepting Part A does not authorize publication. Neither replaces recurring-payment consent.

Part A. Onboarding content authorization

A1. Identity and authority

Customer business: [CUSTOMER BUSINESS NAME]. Authorized representative: [CUSTOMER REPRESENTATIVE]. Order: [ORDER ID]. I represent that I am authorized to submit this business's materials and instructions and to bind it to the applicable content permissions. I will identify any material owned or licensed by someone else and disclose relevant restrictions.

A2. Permission to prepare the website

On behalf of the customer, I authorize Alden Sites and its disclosed service providers to receive, copy, format, adapt, and incorporate the submitted business name, logos, photos, descriptions, and other materials to prepare a private website preview. Publication requires Part B. This permission includes ordinary cropping, resizing, spelling corrections, and layout adaptation for the service; it does not authorize a materially different factual claim, unrelated endorsement, portfolio promotion.

The customer retains its rights in its materials. The permission continues for approved hosting, support, and export under the Terms, then ends except for lawful retention or completion of the agreed handoff. Third-party license restrictions continue to apply. I confirm that the customer has the rights and permissions needed for the submitted materials and the uses authorized here, including permission for identifiable people where required. I will not submit a competitor's photos, copied text, fake reviews, or other material merely because it can be found online.

A3. Business facts and prepared content

I will provide accurate business contact details, service areas, services, prices or offer conditions, license and registration numbers, certifications, and insurance statements. I will identify facts that need verification rather than request invented claims. The customer is responsible for its trade's applicable licensing and advertising requirements, including required license-number displays and limits on professional claims.

Alden Sites uses templates and human-led website preparation, review, quality control, and publication. We may prepare marketing wording and select or adapt imagery for your review. Prepared content does not establish the truth of a business claim. Imagery must not be presented as your actual employees, projects, or premises unless accurate. Alden must not fabricate customer reviews, years in business, affiliations, awards, insurance coverage, or licenses. Customer approval does not excuse Alden's independent misconduct or undisclosed changes.

A4. Information unsuitable for submission

I will not submit payment-card numbers, private medical information, unnecessary identity documents, passwords, or private household details in website-content fields. I understand that information I later approve for the public website may be visible to anyone. I will provide business contact information suitable for public use. If an image contains personal information or location metadata not intended for publication, I will identify that issue before approval.

A5. Onboarding acceptance text

"I am authorized for [CUSTOMER BUSINESS NAME]. I confirm the submitted facts and content permissions described above and authorize Alden Sites to prepare a private preview. I understand that prepared website content must be reviewed and that publication requires my separate approval."

We retain the customer and representative identity, order, content version, accepted authorization, and acceptance time, and provide a copy you can keep.

Part B. Final preview and publication approval

B1. Identified version and destination

Order: [ORDER ID]. Customer: [CUSTOMER BUSINESS NAME]. Authorized representative: [CUSTOMER REPRESENTATIVE]. Preview: [PREVIEW URL]. Approved version: [PREVIEW VERSION ID]. Public domain: [DOMAIN]. Approval method: [EMAIL OR PHONE]. Approval date and time: [TIMESTAMP WITH TIME ZONE].

B2. Review confirmation

I have reviewed the identified preview, including the business name; phone and email; public address or service-area presentation; offered services; geographic claims; license and certification statements; insurance claims; promotions and conditions; photos and captions; and any testimonials. I confirm that the customer-supplied facts are accurate to the best of my knowledge and that the customer has the necessary content rights. I have reviewed wording and imagery prepared or selected by Alden and have either approved it or requested corrections. I am not certifying hidden code, undisclosed tracking, or matters outside what the preview reasonably allows me to inspect.

I understand that Alden's review and quality checks do not constitute legal review, independent license verification, or a guarantee of advertising compliance. The customer must maintain its own licensing and promptly report changes. Alden remains responsible for its agreed work, for publishing the approved version, and for correcting its own errors.

B3. Publication authorization and billing reminder

"I approve website version [PREVIEW VERSION ID] for [CUSTOMER BUSINESS NAME] at [DOMAIN] and authorize Alden Sites to publish it. I understand that my initial $69 payment covers the first month beginning at verified publication. Monthly renewal activates only after verified publication, with the next $69 charge plus applicable tax one calendar month later. I may cancel future renewals online. This approval does not authorize a second charge at publication or a new billing arrangement."

You must expressly approve the identified website version and agreed public domain before publication. You may give approval by email to hello@aldensites.com or during a phone conversation with Alden Sites. We record who approved, the date, the method, and the approved version and domain. You can request a callback through the website contact form. Silence, opening a preview, payment, or a quality-check result is not publication approval.

Publication approval does not replace separate recurring-payment authorization. If that authorization is missing or revoked, we must obtain a separate valid authorization before activating recurring charges. A cancelled order will not be published.

Where technically practical, domain registration follows customer approval and internal review. If the domain becomes unavailable, your approval of a replacement is required before purchase and publication. Publication approval does not waive the full failed-fulfillment refund or authorize extra domain or maintenance charges.

B4. Changes after approval

Material changes to business claims, offers, credentials, images presented as factual, data-collection features, or the public destination require a new approval tied to the changed version. Technical or security fixes that do not materially change approved content may be deployed under the Terms. If we discover a serious error or unlawful claim, we may temporarily remove affected material and request corrected approval. A routine rollback may return only to a previously approved version with still-valid factual claims; it is not authorization to restore withdrawn content.

B5. Approval record

We retain the approval email or a written record of your phone approval identifying the representative, date and time, approved version, and domain. We also retain the relevant website version and later material approvals with your account records under the Privacy Policy.