



Terms of Service

1. Acceptance of Terms

By engaging the services of OurSurePlug for digital solutions, educational programs, or consulting services, you agree to comply with and be bound by the following terms and conditions. These terms may be updated or modified from time to time without prior notice. It is your responsibility to review these terms periodically.

2. Scope of Services

OurSurePlug provides a wide range of digital and educational services, including but not limited to:

- Website design and development
- Digital marketing and SEO optimization
- Custom software solutions
- Educational training programs and certifications
- Consulting and strategic advisory services.

The specific deliverables will be outlined in a separate project agreement or statement of work.

3. Client Responsibilities

Clients are responsible for providing accurate and timely information required for the successful execution of the project or program. This includes, but is not limited to, brand guidelines, content, feedback, and any specific requirements. Failure to provide necessary information may result in project delays or additional charges.

4. Project Timelines

Project timelines will be agreed upon during the onboarding process and documented in the project agreement. Delays caused by unforeseen circumstances, changes in project scope, or late client submissions may affect the agreed-upon timelines.

OurSurePlug will make reasonable efforts to adhere to the timeline but is not liable for delays beyond our control.

5. Payment Terms

In the event of a special payment arrangement, such will be specified within the project invoice. Apart from such an arrangement, a 70% non-refundable deposit is required to commence work, with the final payment due upon completion of the project. Late payments may incur additional charges or affect service delivery.

6. Intellectual Property

Upon receipt of full payment, ownership of the deliverables created specifically for the client will be transferred to the client. Any pre-existing intellectual property, third-party materials, or proprietary methodologies used in the project remain the property of [Agency/Institute Name] or their respective owners.

7. Revisions

Clients are entitled to a limited number of revisions as outlined in the project agreement. Additional revisions or major changes to the project scope may incur additional charges. OurSurePlug reserves the right to charge for work resulting from client-induced changes.

8. Termination of Services

OurSurePlug retains the right to terminate services in the event of non-payment, breach of terms, or failure to comply with agreed-upon obligations. Clients may terminate services as per the termination clause in the project agreement.

9. Confidentiality

Both parties agree to keep confidential any proprietary or sensitive information disclosed during the course of the engagement. This includes business strategies, trade secrets, and any other confidential materials.

10. Governing Law

This agreement shall be governed by and construed in accordance with the laws of The Federal Republic of Nigeria. Any disputes arising from this agreement shall be subject to the exclusive jurisdiction of the courts therein.



By engaging the services of OurSurePlug, you acknowledge that you have read, understood, and agree to these terms of service.

Sign / Date (For OurSurePlug)

Sign / Date (Client / Agency).....