

# Making Construction Work

# M C W

70, Winterbourne Road, Chichester, West Sussex PO19 6PB United Kingdom  
Steve Flashman: Marketing & New Business Development

## Conditions Of Service

1. To provide Marketing Consultancy & Business Development Services on a 'per day' Basis on an initial four month 'start-up' then on a month by month basis.
2. Work location is flexible and by prior arrangement with the company. We can work from a 'mobile office' or from the company office with a small additional fee for travel expenses at 28p per mile. We will need access to a dedicated phone line with voicemail if office based. We follow up contacts where necessary outside of scheduled workdays at no extra charge. If working from a mobile office, we provide the phone line and calls without extra charge.
3. If working from a mobile office, a full report of activity is presented to the company by email at the end of each working day to ensure full accountability.
4. Our operative works "as if" he/she is an employee of the company which projects a good business model to prospective clients
5. We have our own laptops and use ACT Customer Relations Management Software to record all client contacts and build a client database. All contacts made on behalf of the company, remain the property of that company and a full list will be produced as a .csv file for the company as required.
6. If the company prefer, we can use company computers although in this case we would need to use the company CRM system.
7. We will need internet access either via an internal network or wireless connection. If working from a mobile office, there is no charge for internet connection.
8. Our operative will not work with any two companies selling the same product to avoid a conflict of interests.
9. We generate leads from our own contacts, but we are also familiar with ABI, Glenigan and Builders Conference.
10. We will need an email account set up which can be configured through Outlook if working from a mobile office, or the company's own email network.
11. We can provide further advice on Business Development, Website Design, Copywriting, Corporate Image and Promotional Campaigns. We also run Continuous Professional Development Events and Workshops for Staff Training.
12. Our rate is £295.00 per day worked, billed at the end of each month and payable within 7 working days on receipt of an invoice. There are no hidden extras and no VAT charges to pay.

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