# SystemsFAQs

### What are the next steps?

Simply reply back to our email to let me know you are ready to go ahead with your project. I will then send you a Proposal where you can select the packages and add on options that you would like. Once you submit the proposal you will sign the contract and pay the 50% invoice deposit to get your project locked in. I also offer payment plans split over 3-4 payments.

### How do the payments work?

Upon contract signing, a 50% non-refundable deposit is due. For Australian clients, I prefer EFT payments, while international clients can make payments through PayPal or credit card. Before delivering the final branding/website files, the remaining 50% payment is required.

### How do we communicate through the process?

I use Dubsado, a client management system I'll to provide you with a personalized, password-protected client portal. This portal will serve as a centralized hub for all of our project content & administration. Additionally, we can communicate via email & Zoom whenever necessary.

## Will I benefit from using Dubsado for my business?

Yes! Dubsado is used by a wide range of service-based businesses, including freelancers, consultants, creative professionals, and small business owners across various industries. IDubsado provides numerous benefits, including streamlined client management, task automation, and an enhanced professional experience for your clients!

#### Will I benefit from using Mailchimp for my business?

Absolutely, using Mailchimp can greatly benefit your small business by providing powerful email marketing tools, audience segmentation, automation, and analytics to help you effectively engage with your customers, build relationships, and drive business growth.

### How will I benefit from using Canva for my business?

Canva offers easy-to-use design tools, templates, and assets to create professional-looking graphics, social media posts, presentations, and more. It empowers you to enhance your brand presence, engage your audience, and create content on a single platform!