

 CORPORATE BUSINESS & PARTNERSHIP POLICY **Aim and Objectives:**

1. The goal of this policy is to ensure that ComeRiver Limited remains at the forefront of its business interests.
2. We also aim to ensure that all our corporate partnerships are impactful and are considered valuable to the other partner beneficiaries.
3. The end-goal is to ensure that whenever we synergize, we put in our resources to champion a socially-beneficial project that is being used in a sustainable manner.

Policy Statements

1. ComeRiver Limited will go into partnership to further its reach and impact. Also to fulfill its community social responsibility.
2. This policy will guide all corporate partnership arrangements by or on behalf of ComeRiver Limited and its subsidiaries and brands.
3. All terms, objects and subjects of partnerships will be properly documented for future record and evaluation purposes.
 - 3.1. The information shall include contact and business profile information of all parties involved in the partnership.
 - 3.2. There will reside a place in the digital space that will house such documentation. Such location will make it easy to retrieve such documentation.
 - 3.3. The documentation will be properly backed up and information about such backup location will be made available in the documentation itself.
4. All resources invested into any partnership are valued and their monetary equivalent well documented.
5. If the terms of the partnership include some free or subsidized services;
 - 5.1. Services that qualify to be included in such terms include services that would fit within our overhead costs.
 - 5.2. Such must always be communicated and offered to the beneficiary in form of coupons and free credits to be redeemed in a time-specific manner.
 - 5.3. Such arrangement must always be spelt out in a separate document, highlighting how such terms would be beneficial to ComeRiver Limited and how its social impact would be measured.
 - 5.4. Only the management of the company would have the prerogative to make such arrangement that involves free or subsidized service.

6. If the terms of partnership includes a benefit that ComeRiver Limited will be entitled to, such terms shall be well spelt out by the Partner offering such benefits and a digital documentation filed in the partnership repository.
7. All Corporate Partnership agreements would be subject to a mandatory review by the first working day on the eleventh month of every calendar year.
 - 7.1. The review will be aimed at considering if it still serves the original purpose of its inception and to determine if the exit clause of such agreement should be invoked.
8. This policy document shall be updated from time to time based on the current business realities as advised by the company management.
9. This policy document will be made publicly available.
 - 9.1. All intended and prospective partners shall be compelled to read and understand this policy document before any agreement can proceed.
 - 9.2. An updated copy of this policy shall be retrievable on the company website.

Professional Partnership Rates

10. Our standard professional hourly rate stands at 10k per hour unless otherwise stated. All rates are denominated in Nigerian Naira.
11. Website Development and Programming Services
 - 11.1. New Projects
 - 11.1.1. Involves fresh projects and website redesigns
 - 11.1.2. It takes 15 consolidated professional working hours to complete a standard website unless otherwise stated.
 - 11.1.3. It takes an average of 14 business days to complete a website unless otherwise stated.
 - 11.1.4. After a formal handing-over, client has up to five working days to review the project and revert on some needed updates according to the initial arrangement. After the needed updates are completed, the project is marked as completed.
 - 11.1.5. Any updates to the initial arrangements will be deemed as a new project entirely.
 - 11.2. Maintenance
 - 11.2.1. A standard website would require an average of 2 consolidated professional hours for effective maintenance monthly. The hours do not include updating of website content. It only involves updating the website architecture, clearing cache and updating existing plugins and features.
 - 11.2.2. The responsibility of providing and updating all new contents are on the client whenever a platform is created for easy upload of the content. Our responsibility is to educate on how to use such platform.
 - 11.3. Custom Projects
 - 11.3.1. Standard hourly rates.
12. Consulting Services

- 12.1. Our corporate services are on-project bases and are valued per time estimate. Hourly Rates for strategies and Contact-based consulting.
- 12.2. Our consulting services include
 - 12.2.1. Internet marketing (Costs 20 percent of the marketing budget for professional charges)
 - 12.2.2. Social Media Engagements (10 naira per targeted follows and 100 naira per engagement or Standard hourly rates)
 - 12.2.3. Ideas generation and testing (Standard hourly rates)
 - 12.2.4. Corporate Branding (10 percent of the budget)
 - 12.2.5. Product Development (Standard hourly rates)
 - 12.2.6. Graphics Design (Fixed pricing available on website)