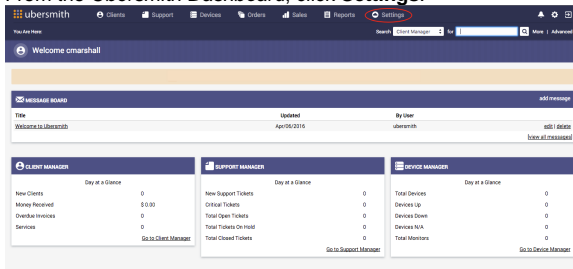


# Adding Contract Terms

Configuring contract terms gives you an opportunity to set different pricing terms based on what your clients have committed to. This works in conjunction with rate plans to offer your clients a modified rate, either higher or lower, for agreeing to your contract terms. For example, managed servers are \$100 a month without a contract, but \$90 a month with a two-year contract.

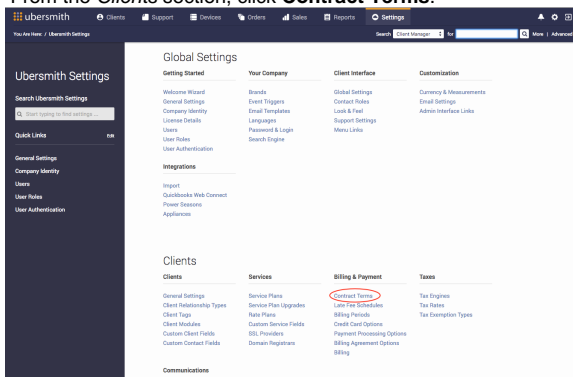
## Access the Contract Terms Page

1. From the *Ubersmith Dashboard*, click **Settings**.



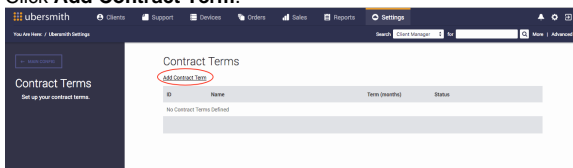
The *Ubersmith Settings* page appears.

2. From the *Clients* section, click **Contract Terms**.



The *Contract Terms* page appears.

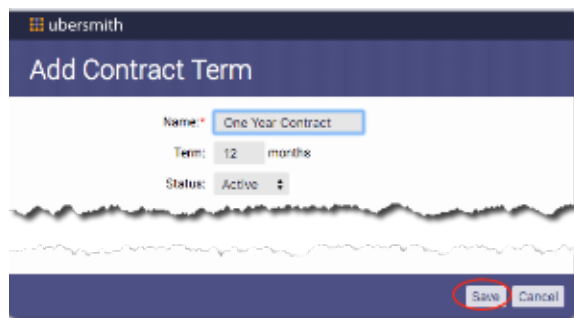
3. Click **Add Contract Term**.



The *Add Contract Term* page appears.

## Complete the Add Contract Term Page

1. In the **Name** field, enter the name of your contract.
2. In the **Term** field, enter the number of months your contract will cover.
3. In the **Status** field, select **Active**.
4. Click **Save**.

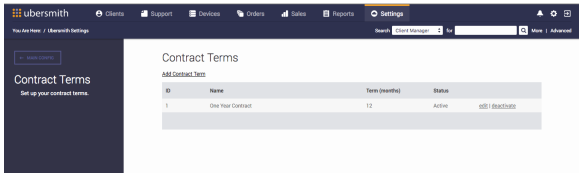


Your contract term displays in the *Contract Terms* page.

On this page:

On this page:

- [Access the Contract Terms Page](#)
- [Complete the Add Contract Term Page](#)
- [Related Topics](#)



## Related Topics

[Managing Contract Terms](#)

[Adding Rate Plans](#)

[Managing Rate Plans](#)

[Adding Services](#)

[Managing Services](#)