**Document user guide**

**Website Terms of Use (with forum)**

**Why do you need this**?

When you have a website, it is effectively a store front open to the world with invisible customers. You do not know what they will do with the content or why they need it. So you need to lay down the rules for them to see and, most importantly, to limit your liability for the content and protect the know how within the website. Forums, in particular, can be potential sources of controversy and liability for you as people can post all sorts of content-all under YOUR BRAND if they are not tightly controlled and presented with strict guidelines. These will all be embodied in the Website Terms of Use.

If your website hosts a lot of content, with lots of links or provides sensitive information, then please do consult us as these terms may not be enough for you.

**When do you use it?**

You should display your Website Terms of Use (which can also link to your Privacy Policy) prominently as a hyperlink on every page of your website and draw particular attention to them on your forum page. In this way, web users are put on notice that terms apply and by continuing to use the site, they are deemed to accept the terms. Make sure it is updated regularly to cover any new features or content on your site.

**What are the key terms in this template?**

* Legal contact information is provided about the owner of the website
* Your intellectual property rights in the content are asserted
* Your liability for the information provided is limited to the fullest extent permissible
* It links to your Privacy Policy and Terms & Conditions of Supply, if applicable.
* It tells customers what they can expect from the site
* It tells customers what they may do with the content and that they may link to you as long as it does not damage your reputation
* It sets the rules for postings on the forum ie nothing illegal or that would incite to violence, be racially or sexually discriminating etc and giving you the absolute discretion whether to accept content or not. You also have the right to ban people from the forum.
* Applicable law is English

**BUY Website Terms of Use (with forum) now £95.00+VAT**

**SUBJECT TO OUR TERMS OF BUSINESS**

**If in doubt, do call us on 020 89462355 or e-mail us at:** [**info@offtoseemylawyer.com**](mailto:info@offtoseemylawyer.com)