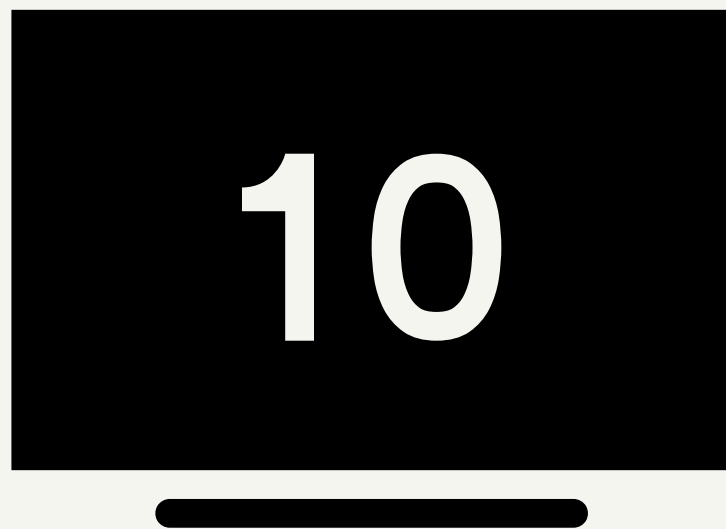


Billing Increments

Billing is, for the most part, done by tracking your time in increments of tenths of an hour:



1-6 minutes	=	.1 billable time
7-12 minutes	=	.2 billable time
13-18 minutes	=	.3 billable time
19-24 minutes	=	.4 billable time
25-30 minutes	=	.5 billable time
31-36 minutes	=	.6 billable time
37-42 minutes	=	.7 billable time
43-48 minutes	=	.8 billable time
49-54 minutes	=	.9 billable time
55-60 minutes	=	1.0 billable time