



DESIGN CONTRACT

Terms and Specifics

I _____ (hereby known as "I or The Client") agree to hire **DH Art & Design, LLC** to provide graphic design services at the agreed price of \$_____

The Design of this project consists of producing:

Due Date: _____

Rush Fee:

I agree to pay a rush fee of \$50.00 - 100.00 if artwork is needed before the following time schedules for Artwork completion:

- Applied** **Not Applied**

Completion of Work

- (1) 7 days for any Flyer/Poster designs (2) 14 days for any other design work.

Alterations to Design

I acknowledge and agree that any further alterations made after design work has been finalized or a the final balance has been paid will incur further costs of **\$10.00 per change**, to be added at the end. Such charges will ONLY be added when the Client has a sudden "change of heart" after finalizing the design. Changes include the following: color, type, information, graphics, dates, headlines, etc. Requests to see additional design prototypes will incur additional fees at **\$35.00 per hour rate**.

Delivery

Once **Paid in Full**, I agree to have my work delivered to me:

- In PDF / Jpeg / Eps / Ai / Psd / Indd format to my email address
- Hard Copy (CD) can be delivered to an address of my choice for \$15.00

Use of Design After Completion

- I allow DH Art & Design, LLC to display and include this project as part of his public portfolio should they choose to after completion

Privacy and Confidentiality

Each party agrees to keep the other's information, both personal and business private and confidential throughout the design process and after.



Warranty

In the event that the final and approved design by the client is found to have an error (spelling mistake, blurred imagery, incorrect details), DH Art & Design, LLC agrees to edit the design work for free up to 7 days after the final date of approval.

Deposit and Final Payment

The Client agrees to pay a **non-refundable deposit of 50% of the agreed price** in advance to DH Art & Design, LLC. In the event of cancellation on behalf of the DH Art & Design, LLC the deposit will be returned in full.

Final payments will be due within 24 hours of the invoice sent. After 24 hours, any unpaid balances will incur a daily \$10.00 charge for each day a balance is unpaid. Once a charge has been added to an invoice, it will not be removed. There will be no release of any artwork until the balance is PAID IN FULL.

Cancelling Contract

In the event of this contract having to be cancelled for whatever reason The Client agrees to inform DH Art & design, LLC immediately and no later than two weeks on long-term projects and 24 hours on short term project, before the agreed deadline date. **The Client's deposit will be non-refundable.**

Force Majeure

In the event of "act of god" such as a fire, flood or other disaster that prevents DH Art & Design, LLC from completing the work occurs, he will not be held responsible and alternative measures and deadlines will have to be agreed.

Legal Costs

DH Art & Design, LLC will not be held responsible for any legal costs, should any arise from misconduct, disputes, or third party involvement.

Agreement

I _____ agree to the terms and conditions stated in this contract by DH Art & Design, LLC.

Name: _____

Address: _____

Phone: _____

Email: _____

Client Signature: _____

Date: _____

DH Art & Design, LLC Representative: _____

Date: _____

