**Next Steps and How I Work As Your Designer**

* **Program Plan –** I will consult with you to ascertain your goals, interview the people who will use the space, visit the premises for measurements, hone in on style and lifestyle needs and prepare a plan for the space.
* **Room Inspiration –** You will assist me in the design process by searching the Internet for room inspiration and pinning those ideas into your Pinterest board
* **Sourcing** - In order to provide the deepest discount as possible to you, I am involved in the “sourcing” of fixtures and furnishings only. I will send you the items recommended for purchase electronically via Pinterest for your approval.
* **Direct Payment** - When items are approved by you, I will provide my “To the Trade” discount to you via the store manager or will purchase those items online using the credit card given by you through my Designer account.
* **Specialty Accessories** - In some cases, I may have to purchase specialty items quickly and will do so using the cash given up front for such smaller, rare purchases providing the detailed receipts.
* **Cosmetic Enhancements and Third Party Vendors** - Cosmetic finish vendors and enhancements will be arranged on a per vendor basis where sometimes I will meet you at the vendor shop or direct you after finish is chosen for approval. Cosmetic enhancements should be made prior to installation and schedule will be determined between you and third party vendor. Designer discount will be given if appropriate.
* **Installation** – Once cosmetic enhancements are made to the space and furnishings have been purchased, we will be bringing by the finishing accessories for final placement, redesign and room photos. You will love the look of your new space!

**Design Service Agreement**

This design service agreement is between \_\_\_\_\_\_\_\_\_\_\_Name of Client\_\_\_ the owners of \_\_\_\_\_\_\_\_\_\_address of home\_\_\_\_\_ heretofore referred to as the “Customer” AND \_\_\_\_\_\_\_\_\_Your Company\_\_\_\_\_\_ of \_\_\_\_your address\_\_\_\_ heretofore referred as the “Service Provider”

**BACKGROUND:**

1. Customer is engaging Service Provider to provide redesign services to the Customer, on the terms and conditions as set forth in this Agreement.
2. Services agreed upon include those detailed in the Proposal (see attached)

**IN CONSIDERATION OF** the matters described above and of the mutual benefits and obligations set forth in the Agreement, the receipt of and sufficiency of which consideration is herby acknowledged, the parties to this Agreement agree as follows:

**Engagement**

1. The Customer herby agrees to engage the Service Provider to provide the Customer with services consisting of redesign, product sourcing, installation and those listed in Proposal.
2. The Customer acknowledges before and after photographs will be taken during the design process and gives permission to the Service Provider use of these photographs in advertising.
3. It is understood that there are some risks involved in moving furniture and accessories as part of Staging/redesigning services as contracted with the Service Provider. Albeit rare to experience any damage or injury, it is agreed by the Customer and Service Provider to hold harmless each other. There will be no future claim against the Service Provider or any partners, associates or helpers for any injury to persons within the Customer’s property or damage or destruction of possessions or property belonging to the Customer.
4. It is warranted that the signers of this contract have all authority to authorize the movement of all furniture and accessories within the property.
5. Any work performed by third party companies recommended by the Service Provider is not in any way the responsibility of the Service Provider.
6. All pets should be removed from the property during services being rendered and are not the responsibility of the Service Provider to prevent escape.

**Term and Termination of Agreement**

1. The term of this Agreement will begin on the date of this Agreement and will remain in full force and effect until completion of the Services. In addition, this agreement may be terminated at any time for cause by either party notifying the other party in writing of that party’s breach of the Agreement and giving ten (10) business days for a cure, after which the notifying party may terminate if there has been no cure of the breach. While reserving all other rights under this Agreement, in the event that the Project is terminated, Service Provider has the right to be paid through the date of termination for work rendered.

**Compensation**

1. For the services provided by the Service Provider under this Agreement, the Customer will pay to the Service Provider compensation in the following manner. A Service retainer deposit of \_\_\_% will be collected at the signing of this agreement to begin design service. Further billing will not be composed until completion of services provided at which time Compensation is payable. The agreed upon amount included in the proposal for design services is $\_\_\_\_\_\_\_\_\_\_.

**Governing Law**

1. Is it the intention of the parties to this Agreement that all suits and special proceedings be construed in accordance with and governed by the laws of \_\_\_STATE\_\_\_.

Date stamp on the email used to forward this document signifies acceptance of this agreement by both parties.

OR

Signed:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Customer Date Service Provider Date