

# What TO EXPECT

*This document helps to establish professionalism & effective communication.*



**PERSONAL**  
CUSTOMER SERVICE



**DESIGN**  
CONCEPT ACCURACY



**DEADLINE**  
ORIENTED



**THOROUGH**  
DESIGN CONSULTING



**PROPER FORMATTING**  
FOR PRINT & DIGITAL MEDIA



**PATIENCE**  
IN DESIGN PROCESS



**ACCESSIBILITY**  
& STRONG COMMUNICATION

- I AM AN INDEPENDENT CONTRACTOR, NOT AN EMPLOYEE. ALTHOUGH YOU WILL DEFINE DEADLINES AND PROVIDE GENERAL DIRECTION TO ME, I WILL DETERMINE, IN MY SOLE DISCRETION, THE MANNER AND WAYS IN WHICH I CONDUCT MY BUSINESS, CREATE DESIGN(S) AND COMPLETE PROJECTS FOR YOU.
- PHONE CONFERENCES OR IN-PERSON DESIGN CONSULTATIONS TO BRING CONCEPTS TO REALITY ARE INCLUDED WITH ALL DESIGN SERVICES.
- I OWN ALL RIGHTS TO ALL LOGO PROTOTYPES, LAYOUTS, AND CONCEPTS UNTIL I AM PAID THE FULL AGREED UPON PRICE.
- ALL INDIVIDUAL BUSINESS STRATEGY CONSULTATION SESSIONS OUTSIDE OF AVAILABLE BRAND DEVELOPMENT PACKAGES ARE 60.00 PER HOUR.
- ANY EXTRA DESIGN WORK DONE OUTSIDE OF THE AGREED UPON PROJECT PARAMETERS IS PRICED AT \$60.00 PER HOUR. ANY EXTRA ALTERATIONS ON OUR PROJECTS AFTER THE AGREED UPON NUMBER OF REVISION CYCLES ARE COMPLETED WILL BE AT LEAST \$20.00, NO MATTER HOW SMALL OR EASY TO DO.
- **A NON-REFUNDABLE \$75.00 RETAINER FEE IS REQUIRED BEFORE THE START OF ANY PROJECT.** IT ALLOWS BIZVISIONARY TO ASSUME THE RISKS OF BEGINNING A CUSTOMIZED PROJECT WITHOUT THE GUARANTEE OF COMPLETION OR FULL PAYMENT. BIZVISIONARY GREATLY APPRECIATES THE OPPORTUNITY TO EXPRESS YOUR VISION AND WILL APPLY THIS CHARGE TO THE TOTAL AGREED UPON PRICE.
- ELECTRONIC INVOICES WILL BE PROVIDED THROUGH PAYPAL FOR PROCESSING VIA DEBIT OR CREDIT CARDS.
- ALL FINAL FILES ARE SENT TO YOU UPON RECEIPT OF PAYMENT.



REACH MORE PEOPLE IN MORE MEANINGFUL WAYS

ALL RIGHTS RESERVED