DUVÄLDESIGN**LLC**

INTERIOR DESIGN SERVICES

FEASIBILITY STUDY - *Client Agreement*

This **AGREEMENT** is made on:

BETWEEN the **CLIENT**:

PROJECT Address:

And the **DESIGNER**:

DuVäl Design, LLC
9926 Main St, Ste 201
Fairfax, VA 22031

coordinator@duvalreynolds.com
www.duvalreynolds.com
O (703) 574-7900

INTERIOR DESIGN SERVICES

1. **SERVICES:** In this phase of the Project, Designer shall, as and where appropriate, perform the following:
   1.1. Determine Client's design preferences/requirements and conduct an initial design study, which may include on-site notes and minimal measuring.
   1.2. Taking on-site images, where applicable, and time-permitting.
   1.3. Offer suggestions as it relates to fabrics, furnishings, cabinets, plumbing, hardware, finishes, paint colors, window drapery treatments, lighting, accessories, artwork, furniture layout, and/or architectural treatments.
   1.4. Provide referral information, as it pertains to architects, contractors, furniture sites, or other advisors who might be needed for the Project.
   1.5. DDLLC does not agree to any final deliverables, information, documentation, further instruction, design plans or drawings, after this Feasibility Study, unless stated in writing, by the Designer.

2. **PRICING & COMPENSATION**
   2.1. The Client agrees to pay a Feasibility Study Fee, of **$750** for all services described above.
   2.2. Although unlikely, the Client further agrees to pay any upfront expenses by the Designer required of this Project, at the Designer's cost: expected expenses include textile/fabric samples, travel-time to meet with consultants and custom-cabinet constructors, reproduction costs of plans and other project documents, and express-charges as necessary to this Consultation. Other expenses may be necessary and will be discussed with Client before incurred by the Designer, where applicable.

3. **METHOD OF PAYMENT**
   3.1. Prior to commencing Services, Designer shall receive their fee of $750. This **non-refundable payment** is payable upon signing this Agreement and is in addition to all other compensation payable to Designer under this Agreement.
      a. *This payment will act as assurance of the Designer's intent/acceptance to secure an agreeable date/time in Designer's schedule, and to forgo any other project opportunities at the requested time.*
   3.2. DDLLC will agree to work an initial **minimum of 2 hours**, whether on, or off, the meeting location.
      a. *For any follow-up documentation requested by Client, Designer will reserve time, from within the 2 hr consultation, to prepare any documents, presentation, and/or correspondence, in order for Client to acquire said information.*
      b. *Should the Designer agree to perform any design service not described above, past the 2hr consultation timeframe, such "Additional Service" will be invoiced to the Client at two hundred and seventy-five dollars ($275) per hour. Hourly charges will be invoiced to the Client and are payable upon immediate receipt of invoice.*
   3.3. All credit card payments, made to the Designer, will incur a (minimum of) 3.0% as a processing fee, applied to the total invoice charged to Client. Clients may opt-out of paying this fee by providing a personal/business check or by paying via ACH transfer.
   3.4. Agreement pricing/terms are only good for thirty (30) days from the date the Agreement was made.

4. **CANCELLATION**
   4.1. **Cancellations must be made no later than 48 hours prior to the consultation date.** The full consultation fee is non-refundable, if canceled less than 48 hours prior. A **$125 administration fee** applies when canceling a consultation with no desire to re-schedule. If the cancellation occurs prior to the 48 hr deadline, and is rescheduled, the $125 administration fee is waived.

NOTE: After this Feasibility Study, the Designer reserves the sole right to accept or deny the project.

CLIENT: _____

DESIGNER: _____
DuVäl Design, LLC Representative

All Rights Reserved © | www.duvalreynolds.com | Mailing Address: 9926 Main Street, Suite 201, Fairfax, VA 22031