



206.249.9860  
waldrondesigns.com  
rachel@waldrondesigns.com

# RESIDENTIAL INTERIOR DESIGN SERVICE AGREEMENT

## HOMEOWNER INFORMATION

Name  
Address1  
Address2  
Project: \_\_\_\_\_  
Date: \_\_\_\_\_

## SCOPE OF WORK

Project Goal Statement

**Project Description:** Describe the project.

**Items to be designed/updated:**

- Walls- paint
- Floors- finish
- Details
- Electrical

## PURCHASING SERVICES

Purchasing is billed at an hourly rate. Full deposit is required for each item and upon receipt of deposit, Designer will place order. Designer shall arrange delivery and installation of Designer-purchased furnishings and other items purchased on behalf of the Client for the project. When practical, Designer will present specification to Client for Client to purchase direct from vendor. Client is wholly responsible for all items purchased by Client.

Designer cannot guarantee prices of merchandise, interior installation, or other services not performed by Waldron Designs, LLC. Vendor pricing is subject to change and out of the control of Waldron Designs, LLC.

Client is required to have insurance coverage for all furnishings and materials during handling, moving, storage, and installation. Client is responsible for ensuring that their insurance coverage is



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sufficient per this Agreement. Designer cannot be held responsible for inadequate insurance coverage.

## DRAWINGS

Waldron Designs, LLC's drawings are conceptual in nature and are intended to set forth design intent; they are not to be used for architectural or engineering purposes. Designer services do not include modifications to structural, heating, air conditioning, plumbing, electrical, ventilation or other mechanical systems in the Project. Designer is not responsible for incorrect measurements provided by Client or Client's agent.

## CONSTRUCTION/INSTALLATION

Waldron Designs, LLC is not a general contractor and does not provide contractor services. Client will enter into any contract for these services directly with the contractor.

Periodic visits to the residence may be made to observe the progress of the work and provide constant communication. These visits will be billed at the standard hourly rate with a minimum charge of \$100 for site visits.

## COMPENSATION

Designer shall be compensated on an hourly basis at the rate of **\$115/hour**. All time Designer is working on and/or for the Project will be charged. Hourly charges will be invoiced to Client monthly and are payable by Client upon receipt of invoice. Upon signing this Agreement, Designer shall receive a nonrefundable retainer of 25% of the good-faith estimate in the amount of \$X,XXX.00, which will be applied to the final bill as a credit.

Fees listed above will cover all interior design consulting services to include budgeting, communications, coordination, project administration, as well as tasks detailed in the project scope, but does not cover incidental expenses which must be reimbursed by you (samples, copy fees, etc.)

Payment is due in the form of cash or check upon receipt of Proposal or Invoice. Any declined payments will incur a \$25.00 fee and I reserve the right to cease all work until alternative payment arrangements are made.

## OTHER MATTERS

The drawings and documents prepared by the interior designer remain the property of the design firm and cannot be used by you for any purpose other than the completion of the project by the interior designer.

We will perform the services described in good faith but cannot be responsible for the performance, quality, or timely completion of work by others. Further, we shall not be responsible for any changes to the project that the client or contractor(s) make without informing the designer.



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If outside consultants, including but not limited to architects, structural engineers, mechanical engineers and lighting designers are needed for the project, they shall be retained and paid for by you and we shall cooperate fully with these consultants. Such consultants shall be responsible for code compliance in the various areas of their expertise.

You are expected to grant reasonable access to the premises for the designer and the designer's agents, as well as to contractors required to perform the agreed-upon work. By signing this proposal, you understand that the peace and privacy of your home may be disrupted for the time required to perform the work.

This contract may be terminated for any reason by either the client or the designer, provided 10 (ten) days written notice has been given. In the event of termination by the client, the client will pay the designer for all work done and expenses due up to the date of termination.

We shall have the right to document the project in progress and once completed by photography or other means, which may be used for portfolio, blog, brochure, public display and similar publicity purposes. Your name and location may be used in connection with the documentation unless specified to the contrary. All documentation used on our behalf shall be paid by us. In addition, if you document the project, we shall be given credit as the designer of the project if your documentation is released to the public.

Waldron Designs, LLC strives for the most comfortable, enjoyable, and transparent design experience possible. We require open communication and honest feedback.

#### ACCEPTANCE:

signing below, the Client and Waldron Designs, LLC acknowledges terms and conditions contained within this Agreement and further acknowledge that this Agreement, along with subsequent written correspondence regarding, but not limited to, purchase orders, pricing, fees, and timelines together represent a complete contract between the Client and Waldron Designs, LLC.

CLIENT:

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Print Name*

\_\_\_\_\_  
*Date*

WALDRON DESIGNS, LLC REPRESENTATIVE:

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Print Name*

\_\_\_\_\_  
*Date*