

# **BUDGET + PAYMENT**

## **COMPENSATION**

Graphic Design - [ENTER FEE AMOUNT]

**Total:** [ENTER TOTAL PROJECT FEE]

## **PAYMENT SCHEDULE**

Client shall pay Designer [ENTER YOUR HOURLY RATE] per hour due on or before the first Friday following the end of any week in which Designer performs services for Client.

**[OR]**

Client shall pay Designer a fixed fee of [ENTER TOTAL PROJECT FEE] as total compensation for the project.

[ENTER THE DEPOSIT AMOUNT] to begin project

[ENTER THE REMAINING BALANCE] upon receipt of final deliverable

## **PAYMENT NOTES**

Should the Client change the scope of this project, Designer reserves the right to adjust its billing accordingly with written approval from the Client. The grant of any license or right of copyright is conditioned on receipt of full payment.

## **BILLABLE TIME**

All time spent performing Scope of Work and communicating with the Client is billable.

## **EXPENSES**

Unless otherwise stated, this estimate does not include:

- Printing or shipping
- Travel and related costs

# **TERMS + CONDITIONS**

## **ORIGINAL WORK**

The Designer promises that, except for anything provided by the Client to incorporate into the design(s): (a) work will be original and will not be copied in whole or in part from any other work; (b) Designer has secured rights to any third-party content incorporated into the final design(s); and (c) work does not violate the patent, copyright, trade secret or other property right of any person, firm or entity.

## **PRELIMINARY WORKS AND PROPOSAL**

Designer retains all rights in and to all preliminary sketches or proposed works. All rights in and to any preliminary works shall remain the exclusive property of Designer.

## **CONFIDENTIALITY**

The Designer will hold and maintain in strict confidence any confidential information the Client provides (such as proprietary, technical, or business information), and will not disclose such information to any third party except as may be required by a court or governmental authority.

## **CREDIT LINE**

Designer may use work in Designer's portfolio. Designer reserves the right to display and link to completed project as part of their portfolio and to publicize the project. Client agrees that when asked, Client must properly identify Designer as the creator of work. Client may not seek to mislead others that work was created by anyone other than the Designer.

## **LOGO DESIGN RIGHTS**

If the project includes the design of a logo, the Designer gives the Client full exclusive rights to use the logo design in any and all media without restrictions of any kind.