[ENTER THE REMAINING BALANCE] upon receipt of final deliverable

• Travel and related costs

• Printing or shipping

Unless otherwise stated, this estimate does not include:

**EXPENSES**

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

**BILLABLE TIME**

right of copyright is conditioned on receipt of full payment.

its billing accordingly with written approval from the Client. The grant of any license or

Should the Client change the scope of this project, Designer reserves the right to adjust

**PAYMENT NOTES**

**BUDGET + PAYMENT**

[ENTER THE DEPOSIT AMOUNT] to begin project

compensation for the project.

Client shall pay Designer a fixed fee of [ENTER TOTAL PROJECT FEE] as total

**[OR]**

first Friday following the end of any week in which Designer performs services for Client.

Client shall pay Designer [ENTER YOUR HOURLY RATE] per hour due on or before the

**PAYMENT SCHEDULE**

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

Graphic Design - [ENTER FEE AMOUNT]

**COMPENSATION**

governmental authority.

rights to use the logo design in any and all media without restrictions of any kind.

If the project includes the design of a logo, the Designer gives the Client full exclusive

**LOGO DESIGN RIGHTS**

created by anyone other than the Designer.

the creator of work. Client may not seek to mislead others that work was

project.

Client agrees that when asked, Client must properly identify Designer as

display and link to completed project as part of their portfolio and to publicize the

Designer reserves the right to

Designer may use work in Designer's portfolio.

**CREDIT LINE**

**TERMS + CONDITIONS**

disclose such information to any third party except as may be required by a court or

Client provides (such as proprietary, technical, or business information), and will not

The Designer will hold and maintain in strict confidence any confidential information the

**CONFIDENTIALITY**

in and to any preliminary works shall remain the exclusive property of Designer.

Designer retains all rights in and to all preliminary sketches or proposed works. All rights

**PRELIMINARY WORKS AND PROPOSAL**

or other property right of any person, firm or entity.

into the final design(s); and (c) work does not violate the patent, copyright, trade secret

any other work; (b) Designer has secured rights to any third-party content incorporated

into the design(s): (a) work will be original and will not be copied in whole or in part from

The Designer promises that, except for anything provided by the Client to incorporate

**ORIGINAL WORK**