

PROPOSAL



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Project Proposal

Client: [Client Name Here]

Project Title: [Project Title Here]

Project Overview:

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Proposal:

Designer will begin the project on MONTH DAY, YEAR. Designs will be provided to client by XX days after proposal is signed and returned.

A master file will be compiled and sent to client via email or Google Drive. This will be in a .Zip format including all components of the project. Client will be notified when designs have been packaged and sent for review. Client is welcome to collaborate with Designer on changes or comments regarding designs under review throughout the project timeline. Once proofed and reviewed by Client, Client will re-package and transfer files back to Designer, notifying them via email.

Once reviewed by Client, Designer will make changes within 7 days of review files received. Upon Client approval of the final design, all final files will be emailed to Client.

Client will assume rights once Designer has been paid in full of amount negotiated. Designs remain under the rights of Designer until payment is paid in full. Any design not approved by Client or not used, uploaded, or emailed will remain property of Designer. Images and/or backgrounds used will be free and approved for commercial use and modification.

Deposit:

Prior to the project beginning, a commitment deposit is requested upon acceptance of proposal in the amount of 20% of full negotiated price. Designer will send an Invoice. Once the deposit is paid, work will commence. The deposit will later be deducted from the final cost.

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Pricing

Pricing Proposal:

Description:	Price:
01. [Item 1 Name] [Here will be information regarding quantity and what pricing includes]	\$150.00
Deposit Fee Reduction	-\$ 30.00
TOTAL:	\$120.00

Additional Details:

Prior to the project beginning, a commitment deposit is requested upon acceptance of proposal in the amount of 20% of full negotiated price. Designer will send an Invoice. Once the deposit is paid, work will commence. The deposit will later be deducted from the final cost.

Suspension/ Cancellation Fee:

If at any point work ceases before project completion, Client agrees to pay a suspension fee in the amount of 50% of the current proposal period. For example, if the project is 40% completed when work is suspended, Client agrees to pay 50% of the cost of the 40% of the project completed.

A suspension refers to any cancellation that occurs outside of the designer agreement.

Client and/or Designer reserves the right to suspend work without penalty after any proposal period has been paid in full.

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Acceptance

INFORMATION NEEDED BY DESIGNER BEFORE WORK BEGINS:

1. Clients Email address.
2. Design Dimensions. (Pixels or inches preferably)
3. Reference images or moodboard.

Proposal Acceptance:

To accept terms in proposal as described above, please sign and return to sterry733@gmail.com.

Client's signature

Date

Designer's signature

Date