

TERMS AND CONDITIONS

PRICING & PAYMENT

Quotes are valid for 14 business days. If there's a lack of communication on the client's behalf prolongs the design process, an additional fee may be charged to the client's account **WITHOUT NOTICE**.

Invoices are sent via email following the client/designer Pre-Branding Consultation, in which, the client has 24 – 48 hours to pay a deposit before the invoice is **CANCELLED**.

The client will make a 50% deposit before the design process begins. Projects under \$50 **MUST** be paid in full. The project will be scheduled once the designer receives the deposit. The remaining balance is payable to the designer upon completion of the project.

Pre-Branding Consultation: This service is **HIGHLY RECOMMENDED** for New Clients. This service can be booked again at any time for repeat clients to continue brand building. Yes, the first 30 minutes are free, but you may purchase an additional 30 minutes for \$25. Consultations are available in-person, phone call, and video call.

Drafts: Drafts are property of the designer. The client will be sent the draft files via email before finalizing payment. Drafts **MAY NOT** be shared via social media. Sharing draft files without crediting the designer may result in a breach of contract and cause the client to forfeit the project **WITHOUT** a refund.

Revisions: Clients will receive three free revisions. If the client isn't satisfied after the third revision, a charge of \$10 per revision will be added to your account.

Please note: Processing fees of 2.9% are assessed on each invoice. This amount will vary upon invoice total.

DESIGN PROCESS

Beginning: Schedule your free 30-minute Pre-Branding Consultation on the **Contact** page. This service will help you to define your brand identity from beginning to end. Provide Di'Monds with a synopsis of your vision in the comment area. We will not only speak of your brand, but you as a business owner. Please have your ideas in order before submitting the form. Are you unsure of your vision? No worries. You may ask general questions on the **Contact** page.

Design: Once a 50% deposit is submitted via invoice, the designer will begin the project. Some projects require full payment.

During the design process the client and designer will communicate via phone and/or email. The client will receive an invitation via email through Google Drive. The Drive will be used to upload all content regarding the project. This will allow the client and designer to keep track of the project's development.

Finalizing: Once a design is approved, an invoice for the final payment will be billed via email. After the invoice is paid, all official files will be shared with the client.

OWNERSHIP & RIGHTS

Once the balance is paid – the client will receive the official files. The client now owns the rights to the artwork. Drafts are property of Di'Monds Davidson. The client has the right to own jpeg, png, and pdf files. Clients may request design files for an additional fee.

All services provided by the designer shall be the exclusive use of the client, other than for the designer's promotional use. Upon payment of all fee, the following reproduction rights for all approved designs created by the designer shall be granted:

- Client to gain full transferable rights to brand identity and content.
- Client to gain full license to reproduce works through commercial printing.

RETURN POLICY

All payments are **NON-REFUNDABLE** if any work has commenced, draft files have been shared, etc.

– **NO REFUND** will be given, especially if time and labor has been given.

PRIVATE POLICY

It is understood and agreed that information given by clients (emails, phone numbers, etc.) **MAY NOT** be shared and only discussed between Di'Monds Davidson and the client. Any descriptions, technical business information relating to patented ideas and inventions, ideas, drawings and/or illustrations, research and development, production, costs, profit and margin information, finances and financial projections, clients, marketing, and current and future business endeavors, regardless of whether such information is designated as "**CONFIDENTIAL INFORMATION**" at the time of its disclosure.