



3752 York Road ~ Furlong, PA 18925 ~ 215.794.5930 ~ email: info@i-kb.com

KITCHEN DESIGN AGREEMENT

Hankins & Associates Design Agreement specifies the terms as to how our services will be compensated. Our services include consultation, site measurement, needs analysis, plan take-off, conceptual layout, elevation and/or optional perspective drawings, electrical layout, and tile design.

An initial consultation is provided without charge when within 45 minutes of our Furlong, PA office-*areas beyond may incur an additional charge.* The initial consultation offers the opportunity of introduction and the ability to learn about your project, assess your needs, possibly discuss potential design concepts, educate you on our services, products and ultimately determine how best to proceed. It is suggested that you download, complete and have available our Questionnaire form for that first meeting.

Thorough site measurements are taken during this visit at your home. Then from either those site measurements or *(if new construction)* your architect's plan, a preliminary plan view design concept will be created for you to react to during the second meeting. During the second meeting, we will discuss design, budget and other information pertinent to your project progression. To continue with a design and planning program for your kitchen, bath or other room, a design retainer tailored to your project and scope will be due. The \$_____ design retainer, unique to your project, allows for _____ hours of development and design time and is due in full upon signing this agreement. *We cannot release any design material prior to acceptance and receipt of a completed Design Agreement form.* Your Design Agreement investment _____ **Will** _____ **Will Not** be credited to the purchase price of cabinetry provided by Hankins & Associates, Inc. See Notes« for other conditions.

The scope of our guidance is tailored to your project needs, budget and what we are supplying. Unless otherwise agreed upon, if you require selection assistance on materials *that you are providing* such as granite, tile, flooring, lighting items, etc., time will be billed accordingly at \$95.00 per (onsite/ on location) hour. In instances where the client has exhausted the calculated Design Agreement design time (noted above) due to changes and revisions, additional consultation time may be necessary and billed accordingly. Additional consultation hours shall not be applicable for credit towards the purchase price of cabinetry or any materials. Time, travel and lodging for outlying projects shall be quoted on a per project basis.

I/We understand that the design retainer fee is due in full upon signing this agreement. Monies and fees are non-refundable except as noted herein.

Accepted: _____

| | | |
|------------------|------------|-------|
| Client Signature | Date | |
| _____ | _____ | |
| Print Name | Cell Phone | |
| _____ | _____ | |
| Address | State | Zip |
| _____ | _____ | _____ |
| Email Address | Phone | |
| _____ | _____ | |

Accepted: _____

| | |
|----------------------------|-------|
| Hankins & Associates, Inc. | Date |
| _____ | _____ |

†Notes/Other Conditions:
