

Address: 1274 Mossy Oak Lane, Bellaire, TX 77555

Date: 11/05/23

Dear Mr. and Mrs. Chang,

Based upon our initial meeting, I am pleased to work with you. This letter of agreement will state the services, fees, and other responsibilities from me.

You have asked for my services in the design remodel of your kitchen and family room.

The approach to doing this will be the following:

Review and evaluate the current floor plan and how the spaces are currently used.

Create alternative floor plans for the remodel space with furniture, mounted fixtures, appliances, and other items that fit the needs of the clients. Settle on a final design for the space remodels and start proceeding with on site work as well as ordering the necessary materials needed for this project. Participating in site visits until the completion of the project with clients present as well to see that it is to their liking.

Some furniture will be replaced in both rooms and upgraded plumbing fixtures installed in the kitchen.

The client agrees to pay the interior designer a fee of \$8,640 net 30 days (\$27 per hour spent on this project). The designer will dedicate 20 hours per week over a 16 week period to this project making sure everything will be ready by the deadline. If the client is late with payment, there will be a 2% charge for every month not paid after completion of the project.

The designer and client agree that this letter constitutes the complete agreement between the designer and client.

Your authorized signature on a copy of this agreement and a check for the retainer are necessary before I can begin the services described.

Thank you for the opportunity to submit the agreement.

Aniya Jackson, Jackson Interiors

The Changs