

Gulf Cove Quilting, LLC is in business to enable the customer to finish their projects in a professional manner. Please write in a project name, in the header, which was previously included on the **Long Arm Quilting Services Form**, to ensure we have a match between this approval, and your intended project.

In order to honor our commitment we need to clearly identify all customer requirements. The **Longarm Quilting Services Form** is used to capture your requirements so there is no misunderstanding. A phone discussion with the customer will take place shortly after receipt of the quilt to review and clarify any information on the form. If necessary, an updated form will be sent to the customer. Gulf Cove Quilting will reach out via email prior to beginning work on the quilt, requesting any further possible changes, and obtaining final approval from the customer to move forward as agreed. Once Gulf Cove Quilting, LLC has begun the quilting process, it will be completed against those requirements with no changes.

Gulf Cove Quilting, LLC will be happy to assist the Customer in determining their selections. Those choices will be documented on the **Longarm Quilting Services Form**. Final approval of your project is obtained by you signing and returning the **Longarm Quilting Services Agreement**.

The Customer authorizes the work listed on the form to be done on their quilt as delivered to Gulf Cove Quilting, LLC. Once the quilt is complete, Gulf Cove Quilting, LLC will email pictures of the completed quilt to the customer. Payment is then required prior to the quilt being returned.

Gulf Cove Quilting, LLC will take every measure to ensure that your quilt is packaged and shipped in the safest manner possible. Gulf Cove Quilting, LLC is not responsible for any damage to the quilt from any cause that is beyond it's control. Should this occur, an explanation will be provided to the Customer.

Please follow the guidelines for your quilt preparation and shipping. This will ensure the best possible outcome of your finished quilt.

Signature below will be obtained after the **Longarm Quilting Services Form** for your project is reviewed, updates are final, and all parties are ready to move forward.

Customer Signature: \_\_\_\_\_, \_\_\_\_\_ Date: \_\_\_\_\_

Gulf Cove Quilting, LLC: \_\_\_\_\_ Date: \_\_\_\_\_