

## GRAPHIC DESIGN AGREEMENT

THIS AGREEMENT is made this <<CurrentDay>> day of <<CurrentMonth>>, <<CurrentYear>> by and between <<Company>> ("Designers") and <<CustCompany>> ("Customer").

### Terms and Agreements

In consideration of the mutual covenants set forth in this Agreement, Customer and Designers hereby agree as follows:

#### 1. Description of the Project ("Specifications").

Designers agree to develop the Project according to the terms listed on Exhibit B attached hereto.

#### 2. Additional Editing and Changes.

Any requested changes to the Specifications shall constitute additional editing and incur additional charges or fees. Additional charges for editing and changes shall be billed at <<HourlyRate>> per hour. All additional changes must be submitted and approved by both parties in writing by approved Contract Change form.

#### 3. Delivery of Project.

Designers will use all reasonable efforts in the development of the Project and endeavor to complete and deliver to Customer all files, media and materials related to the Project no later than <<DeliveryDate>> by an approved party provided that payment and all requested instructions and material have been received by Designers from Customer. Any delay in the completion of the Project due to actions or negligence of Customer, transportation delays, illness, or circumstances outside the control of Designers may alter the delivery date. Designers will make reasonable effort to notify Customer of any delays to the estimated delivery date as soon as possible.

##### 3.1 Proofs.

Proofs will be presented for Customer approval at each stage of development. If revisions are required, a request must be made when proofs are returned to Designers. Two (2) rounds of edits, based upon Customer's feedback will constitute acceptable delivery unless otherwise agreed upon in writing by both Designers and Customer. The total number of Proofs provided to Customer shall number << Insert Number of Design Proofs >> unless otherwise determined in the Specifications.

##### 3.2 Reproduction of Project. (Check all that apply)

Upon successful completion of all compensation terms and outstanding balances owed to

Designers Initials \_\_\_\_\_ Customer Initials \_\_\_\_\_