



## **CABINETS DESIGN AGREEMENT 2011**

We are pleased that you are considering JWH Design & Cabinetry (JWH) for your cabinetry project. JWH is an independent design firm and an authorized dealer of high quality cabinetry for any room in your home. Our unique designs reflect a blend of creativity and function, the latest advances in technology and manufacturing, and painstaking attention to detail. Please visit our website at [www.JWHDesigns.com](http://www.JWHDesigns.com) to view our projects and learn more about our design services.

Our specialty line of JWH Custom Cabinetry is fabricated according to our exacting specifications with the highest standards in quality. For projects requiring less customization, we also carry other lines of custom, semi-custom and stock cabinets. As a direct dealer of all these cabinet lines, we have the flexibility to design cabinetry for the whole home that is guaranteed to fit any budget.

Our mission is to provide JWH Clients with creative and functional design, excellent value, individualized attention, and excellent service throughout the renovation process.

### **I. Consultation:**

The first step is a meeting in our showroom to review your architectural plans or measurements of existing space, and discuss the ideas for your new cabinetry. This is a good time to view magazine photos for ideas you may have gathered to help us identify the style of cabinetry, level of detail and overall styles you prefer. We are then able to discuss a ballpark estimate for your cabinetry, plus other important components of the project. We always want our Clients to have clear facts and realistic expectations.

### **II. Cabinetry Design:**

To begin the cabinetry design phase, we request a \$1500 Design Deposit. This design deposit is fully credited to the purchase price of your cabinetry. After receiving the deposit, we will take exact measurements and photos of existing space, or work with architectural plans. We draw CAD layouts to determine the best cabinet layout and identify any necessary architectural changes. Once this important step is completed, we then proceed to detailed cabinetry elevations and 3-dimensional perspective drawings to help you fully visualize the space. When the layout and elevations are finalized, we prepare a detailed quote for the cabinetry. We are proud to be able to discount all our cabinetry at 25% off List Price to ensure the best possible pricing.

JWH recommends that our professional cabinet installers handle the specialized installation of your cabinets. Installation will be quoted after the completion of all cabinetry designs, or we will coordinate with your Contractor. Please review our JWH Installation Agreement to determine what is best for your project.

If the total design phase lasts longer than 60 days, additional deposits will be requested to continue the process. All deposits will be fully credited to the purchase of cabinetry in the associated rooms. If you decide not to proceed with your project(s), the drawings are yours to keep, but the design deposits paid to JWH will not be refunded.

### III. Cabinetry Purchase:

The final drawings for "sign off" will reflect your selected door/drawer styles, hardware, and cabinetry finishes being ordered. If the cabinetry is designed around specific appliances, electric components (TV/stereo) and/or plumbing fixtures, the model numbers for these items must be confirmed at the time of the cabinetry order. These final drawings will be reviewed and signed, along with the NKBA Standard Form of Agreement, and returned to JWH along with a 50% cabinet deposit.

JWH will give you an estimated delivery date based on an average 8 week lead time. Final payment (including sales tax and freight) is due by non-certified check 3 days prior to delivery or by certified check upon delivery.

Payment in full is required as soon as the cabinets are ready for delivery. Cabinets will be held for 30 days at no charge; 1.5% per month on the full cabinet cost will be charged for additional storage time. Cabinets will not be delivered unless payment in full has been received.

### IV. Additional Design Services:

Our JWH showroom has been designed to streamline every step of your project from concept through completion. We have the most current information about the latest products and materials. JWH is available to share our expertise and assist you in the full design process. This includes: countertops, appliances, electrical drawings, hardware, plumbing fixtures, lighting fixtures, tile design and paint color selection. We will work together in our showroom using our extensive samples, bring in new materials as needed, or we can accompany you to outside vendors. These additional design services, distinct from the "cabinetry design" process described above, will be billed at \$125/hour, for services that will include designing, consulting, sourcing, quoting, meeting with your contractors, and purchasing/ receiving. JWH will continue to pass on our preferred trade pricing so our Clients realize the savings. **If you would like JWH to assist with these Additional Design Services, please initial below.** You will be invoiced an initial retainer of \$500 to be applied to hourly design charges.

INITIALS: \_\_\_\_\_

### V. Construction Services:

JWH is a licensed General Contractor in New York and Connecticut and is available to coordinate your construction project from start to finish. We are also happy to provide referrals to outside sources (architects, engineers and other contractors). Consulting, drawings, and budgeting of these construction services will be billed separately as needed.

We hope this clarifies what you can expect from JWH Design & Cabinetry. We are committed to helping our Clients make the best choices for their projects at the best possible value. We look forward to working with you on your project.

JWH Design & Cabinetry

Client, Agreed and Accepted:

\_\_\_\_\_  
By Jennifer W. Howard

\_\_\_\_\_  
Date:

\_\_\_\_\_  
Check #:

*JWH reserves the right to cancel this Design Agreement and return the design fee at our discretion. JWH 09.13.2011*