



Exquisite form. Innovative function.

**JWH DESIGN TEAM SERVICES 2018**

The JWH Design Team is available to assist in the design and coordination of the critical finishing components in your project: countertops, hardware, lighting, plumbing, tile and wall coverings. Following is an outline of our JWH Design Team Services to make this process go smoothly:

**Design Fees:** The \$1500 Design Retainer is credited towards (10) hours of Design Time at \$150/hour; additional time is billed at the same rate. Design Time will be recorded when JWH is requested to answer design questions, research materials, prepare drawings, as well as for the services outlined below. Any unused Design Time will be credited towards material purchases.

**Concept Meetings:** Meeting with our JWH Designers to review your style preferences, budget expectations, and overall timeline, allows the Team to manage Design Time efficiently and effectively. Design Presentations with product images help streamline the selection process and provide a visual record of your overall design concept.

**Purchasing:** Materials are ordered direct from our trade sources, and JWH works with preferred local vendors to ensure the best quality materials, warranty terms, and customer service. Once selections have been finalized, estimates will be provided for your approval. Final invoices will include applicable sales tax and freight; payment in full is required to place all invoiced orders. Returns will be subject to vendor restocking fees and Design Time.

**Deliveries:** Smaller products will be received in our Showroom, carefully inspected for damage, and stored at JWH until needed on your job. Larger items may require jobsite delivery. A member of the JWH Team will meet the delivery, inspect for damage, and supervise the safe transfer of the items into your home.

We hope this clarifies what you can expect from our JWH Design Team.

**To ACCEPT JWH Additional Design Services:**

JWH Design & Cabinetry

Printed: \_\_\_\_\_

\_\_\_\_\_

Signature: \_\_\_\_\_

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

Please Note: The coordination of the critical components in any project requires time and expertise. *If you choose to decline our JWH services, we ask that you read and sign the section below as confirmation.*

**To DECLINE JWH Additional Design Team Services:**

**Please note that the following tasks are the full responsibility of the Client.**

- Select and place orders for plumbing fixtures, tile, hardware, lighting, hardware, and wall covering.
- Confirming quantities, finishes and technical details of all products for accuracy and suitability.
- Inspect all material selections for damage or flaws at time of delivery and manage any returns/re-orders.
- Ensure all materials are on site (and correct) at time of scheduled installation.
- Manage all countertop installation services: provide countertop drawings for estimates from fabricators, locate and reserve slabs at importers, schedule and supervise on-site template, attend installation to ensure proper placement of plumbing fixtures.
- Attend installation of cabinet hardware or provide detailed drawing.

Printed: \_\_\_\_\_

Signature: \_\_\_\_\_

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

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