

terms and conditions

The following terms and conditions apply to all design, illustration and related services provided by Greensand Design. By signing a contract with Greensand Design the client is agreeing to the following:

QUOTES

Prices quoted cover initial research and designs, two sets of revisions and provision of the final design as high resolution print-ready artwork in the required format. Prices for logo design packages cover the number of designs and revisions stated for each package and provision of the finished logo on disc in a range of sizes and formats. Further revisions to any job will be subject to an additional charge at the same hourly rate but this will be agreed with the client before the work is carried out.

PRINTING

Printing can be arranged by Greensand Design but costs will be in addition to the design fees quoted. Payment is due direct to the printer and must be arranged by the client – Greensand Design are not able to make payments for printing or any other services on a client's behalf.

PAYMENT TERMS

An invoice will be provided by Greensand Design on completion or when artwork has been sent to print. Payment is due within 14 days of invoice date by BACS, cash, cheque or Paypal (plus fees). A deposit may be requested in advance from new clients or for jobs totalling more than £500.

CANCELLATION

Cancellation of any job once contracts have been signed is subject to a fee in proportion to the amount of work already carried out.

RIGHTS

Full and exclusive rights to all work produced are assigned to the client on receipt of full payment. Greensand Design reserve the right to use examples of any work produced for advertising and promotional purposes unless advised otherwise by the client. Work which remains the property of Greensand Design may not be copied, reproduced, used or altered in any way without prior permission.

CREDITS

Where appropriate Greensand Design reserve the right to apply a discreet design credit to any work produced.

CONFIDENTIALITY

Greensand Design guarantee to keep information provided by clients confidential and are willing to sign an agreement to this effect.

PROOFS OF PRINTED JOBS

PDF proofs will be provided to the client by Greensand Design before artwork is sent to print. These can also be provided as hard copies if requested. It is the client's responsibility to request printer's proofs and to approve them. All proofs provided to the client must be thoroughly checked as no responsibility for errors can be accepted by Greensand Design once proofs have been approved by the client or if a proof has not been requested. Artwork errors found before or at proof stage will be corrected by Greensand Design at no additional cost to the client. Other amendments will be subject to the standard charge.