

**Effective Date:** 11/17/2015

**Last Updated:** 11/17/2015

These Terms and Conditions ("Agreement") govern all services provided by Ivy Designs Studio LLC ("Studio," "we," "us," or "our") to any client ("Client," "you," or "your") engaging us for graphic design, branding, or related creative services.

### 1. \* Scope of Services

- Ivy Designs Studio provides custom graphic design, branding, visual identity, and creative consulting services.
- Specific deliverables, timelines, and fees will be outlined in a separate proposal or service agreement.

# 2. S Payment Terms

- A non-refundable deposit of 50% is required to initiate any project.
- Final payment is due upon project completion and before delivery of final files.
- Late payments may incur a fee of [insert %] per week past the due date.

## 3. Property

- Ivy Designs Studio retains ownership of all design concepts and drafts unless otherwise agreed in writing.
- Final approved designs may be transferred to the Client with a non-exclusive, non-transferable license for use as specified.
- The Studio reserves the right to showcase completed work in portfolios, marketing materials, and social media unless the Client requests confidentiality in writing.

### 4. Revisions and Approvals

- Each project includes 3 rounds of revisions. Additional revisions will be billed at our hourly rate.
- Final approval must be provided in writing before files are released or published.

### 5. Oelivery and File Formats

- Final deliverables will be provided in standard formats (e.g., .JPG, .PNG, .SVG, .PDF, .AI) as agreed.
- Ivy Designs Studio is not responsible for compatibility issues with third-party platforms or software.

#### 6. O Cancellation and Termination

- Either party may terminate the project with written notice.
- In the event of termination, the Client is responsible for payment of all work completed up to the termination date.
- Deposits are non-refundable.

## 7. Uiability and Indemnity

- Ivy Designs Studio is not liable for any indirect, incidental, or consequential damages arising from the use of our designs.
- The Client agrees to indemnify and hold harmless Ivy Designs Studio from any claims related to the use of the provided materials.

# 8. • Governing Law

• This Agreement shall be governed by and construed in accordance with the laws of the State of Missouri.

# 9. **Communication**

- All official communication shall be conducted via email or written correspondence.
- The Studio operates Monday through Friday, 8 A.M. 5 P.M., excluding holidays.

# 10. Acceptance

By engaging Ivy Designs Studio LLC, you acknowledge that you have read, understood, and agreed to these Terms and Conditions.