

Design Copyright

All ideas, designs and previous commissions in the portfolio are the property of Margie Design and are protected by copyright. Margie Gianni asserts her right under the Copyright, Designs and Patents Act 1988 to be identified as the author and artist of this work. No artwork shown may be reproduced under any circumstances without prior agreement by Margie Design or Margie Gianni.

Intellectual and Artistic Copyright

It is the clients and/or publishers responsibility to obtain copyright permission to use any works of art produced by artists not employed by Margie Design. Margie Design will not be held responsible for any breach of copyright that may subsequently occur if permission is not gained by yourselves.

Consultation and Quotation

A. Print and Packaging* - Your first consultation with Margie Design could take up to three hours and first quote sent to you within three days of the meeting free of charge. However if you wish to have another quote and/or look at cost savings or other design formats then there is a £30 charge per additional quote. This is to cover time spent re-costing the project and consulting with the printers to adjust the print specs.

*If however you were to place an order after the initial quotation and pay the first 25% deposit of the quotation the charge of £30 additional quote would be waived and the 25% amount paid deducted from the final quote agreed upon.

B. Digital / Website - Your first consultation with Margie Design could take up to three hours and first quote sent to you within three days of the meeting free of charge. However if you wish to have another quote and/or look at cost savings or other design formats regarding more or less pages on your website, graphics, video, etc. then there is a £20 charge per additional quote.

Payment terms

A. Print and Packaging - There are three stages of payment. A non-refundable deposit of 25% of the total quote/cost agreed upon at the confirmation of the order. A further 25% is requested on delivery of print work. The final 50% is paid on delivery of all other items if the full order has not been processed and delivered at one time.

If, due to unforeseen circumstances the order is cancelled after the artwork has gone to print the total cost of the printing must still be paid in full. If the artwork has not been released to the printers for the final printing but the initial designs have been created, any costs incurred for the duration of this stage must be reimbursed.

B. Digital/Website - There are two stages of payment. A non-refundable deposit of 25% of the total quote/cost agreed upon at the confirmation of the order. And the further 75% of the total cost when the site goes live. If, due to unforeseen circumstances the order is cancelled after the artwork has been

built on to the webhost to be ready to go live, the total cost of the building must still be paid in full unless the client agrees to have the website dismantled. If the artwork has not been built on the webhost for the site to go live but the initial designs have been created, any costs incurred for the duration of this stage must be reimbursed.

Pricing

All prices are subject to change without notice. Once an order has been confirmed and a deposit paid the prices are secure. However, if the requirements/quantities of that order are amended in any way the client will be notified of the extra costs incurred before processing.

A. Postage and packing - A flat fee for postage and packing is included in the initial quote. No responsibility can be taken for any loss or damage during third party supplier e.g. Royal Mail, printer etc. who is acting on behalf of Margie Design. if you are concerned about delivery services couriers and overnight services can be arranged at an extra cost on top of your quote.

Design Cost - A flat fee is charged for the design services based on all areas discussed during the first consultation. However if a significant amount of extra time is spent on the design development (ie: client changing their mind on the design or wishing to see other designs) an additional fee may be charged at a rate of £20 per hour at Margie Design's discretion. Clients would be informed of this in advance of the extra work being undertaken.

Proofs

It is the clients responsibility to check all text on proofs provided by post or email as a pdf (particularly names). Margie Design cannot be held responsible for any typing or design errors which have not been corrected by the client on the final proofing before the art work is released to the printer.