



TERMS AND CONDITIONS

In order to maximize all labor and material requirements necessary in the completion of the requested project, the following terms shall apply:

- I. All proofing schedules, when issued, shall be mutually agreed upon by the parties hereto, and such parties shall be forced to comply with the scheduled date of completion. Any and all deviations shall require further negotiations between said parties.
- II. As a part of the production process, the client shall receive one (1) opportunity, per process, to proof their artwork, with the exception of color work. Color matching is not a guaranteed process. Should alterations be required due to an artists' misconception of style, or a misinterpretation of blueprints on our part, a second proof may be required. Changes or alterations as a result of incorrect Client input shall result in time and material charges. Client shall be notified of such charges resulting from such changes, revisions, or additions. Notification shall be, in the form of a change order, prior to completion of the requested work.
- III. There is required, and there shall be paid, a deposit in the amount of 50% of the total price, on all orders in excess of \$ 1,500. All required deposits must be received prior to the commencement of the requested work. Failure to comply may result in a delay of said project, and an alteration of projected completion dates. All other required payments are due upon receipt. First time clients are billed COD, unless other arrangements have been negotiated.
- IV. This contract may be terminated, by either party hereto. Client shall be responsible for any and all expenses incurred by Ken Pieper and Associates, Inc., prior to contract termination.
- V. Ken Pieper and Associates, Inc. guarantees all artwork to be sound and within Client specified usage. Specific artist techniques employed by Ken Pieper and Associates, Inc. are guaranteed to comply with guidelines previously agreed upon between Ken Pieper and Associates, Inc. and Client.
- VI. By accepting the goods/services described on the attached work order, you agree to pay finance charges at the rate of 1.5% compounded monthly on all amounts due to Ken Pieper and Associates, Inc. after terms stated on the invoice and to pay all costs of collection.

All terms and conditions specified herein shall be strictly enforced by all parties hereto, notwithstanding unforeseen disasters beyond the control of any party hereto.

Authorized Signature

Date

Job #