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Information correct as at 01/01/2022

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# Terms of Payment

50% At project commencement (Upon signing of 'Terms of Service Agreement')

50% At project completion (Prior to handover of brand files and/or website launch)

## Additional work beyond project scope/completion

All changes or revisions will be considered client corrections and will be charged to the Client by VSD Creative as follows:

#### Hourly rate: \$120.00+gst

Expenses: Any out-of-pocket expenses will be advised by VSD Creative and invoiced accordingly.

#### **Typefaces**

Unless specifically stated, due to the varied nature of typeface costs, expenses relating to typeface purchases are not included in our Proposal/s. Any necessary expenses will be advised by VSD Creative and invoiced accordingly.

#### Photography

Unless specifically stated, expenses relating to photography services and stock photography purchases are not included in our Proposal/s. Any necessary expenses will be advised by VSD Creative and invoiced accordingly.

## Printing

Unless specifically stated, expenses relating to collateral or document printing are not included in our Proposal/s. We have long-standing relationships with a number of quality print suppliers and can provide you with separate printing proposals for your project. If printing proposals are accepted, they are invoiced prior to printing commencement.

## Domain registration and website hosting/maintenance

Unless specifically stated, expenses relating to domain registration and website hosting/maintenance are not included in our Proposal/s. Separate domain registration and website hosting/maintenance proposals can be supplied, and if accepted, invoiced prior to registration or hosting/maintenance commencement.