



Contract and Agreement

Between:
Ridgetop Design
and

_____ on the ____ day of _____
in the year _____ for design services.

Notes:

Agreement and Contract

I understand that the design process is a six-step process as follows:

- 1) Establish the floor plan – Timber frame design is discussed
- 2) Timber frame areas are designed from floor plan and approved by client
- 3) Foundation Plan is designed according to floor plan and timber frame (includes post support for timber frame) then approved by client
- 4) Panels (SIPs) package is designed according to previous phases. Panels may apply to timber frame, conventional or panelized hybrid areas of the structure then approved by client.
- 5) Design finalization – if any porches, entries, carports or decks are added after the initial floor plan approval phase, the design will be billed in addition to the original design fee.
- 6) Final plan package is presented to client and final payment due

I, _____, understand the above outline of the process for my project and allowable changes as they are stated above. I also understand and agree that all changes after the floor plan is established will incur added cost/charges for my project. I also agree that I, _____, will only request those changes that I will pay for at the rate of _____ hourly design time. I also understand that the reason such extra changes are charged at an hourly rate is because any re-design takes considerable time beyond the originally estimated project. Any changes made to the originally approved floor plan will be submitted in a Ridgetop Change Order form (i.e. Work Order).

Signed: _____ Date: _____
(Client)

Signed: _____ Date: _____
(Ridgetop representative)