



LEO CUSTOM INTERIOR DESIGN PLAN

Residential Furnishings Design Fee Breakdown

Phase 1 - Evaluation

We begin by assessing your home and individual design dreams and desires. We then couple these with your budget to develop a realistic understanding of your project. If you are uncertain of the required budget, I can help guide you based on historical numbers from past projects. This meeting may take 1 hour, and it is critical to gather all of the details to begin to develop a comprehensive “blueprint.” Once we have clarity, I will analyze your needs and send you my design agreement and design fee request. Our design fees start at \$10,000. We will discuss the following in your one hour design analysis:

- Scope of project
- Start Date - please keep in mind that our projects are typically scheduled 1-2 months out
- Anticipated Installation Date - custom design can take 4-12 months to execute
- Architect you are working with, if applicable, and any blueprints or drawings you may have
- Construction needs and contractor selection, if applicable
- Budget
- Personal design style
- Dislikes
- Expectations from me through the design process

After we have finalized the design agreement, we will begin the process of developing your individual design canvas. I always look forward to selecting creative design ideas that result in detailed, unique and very special spaces.



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Phase 2 - Design

During the design phase, we will

- Assess the space and its uses, including taking photographs and measurements.
- Create a space plan (furniture layout) using any desired existing furniture and identifying missing pieces for selection.
- Provide 3-5 selections, based on scope of the project, for furnishings, fabrics, trim, tile, and the like. Budget and aesthetic preferences, as determined in phase 1, will be carefully considered when making selections.
- Meet with you to review and approve design recommendations .

Phase 3 – Project Management

After receiving approval for the selections, we will compile a detailed proposal to show pricing for all goods presented. During this time, we will also work closely with any subcontractors, such as drapery workrooms, cabinet shops, or painters, to gather quotes and to communicate the design. This facilitation and communication with all parties involved in the project will free your time to continue with your daily activities. Once we receive an

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approval from you on pricing for all goods and labor, we will commence the ordering and scheduling process.

Phase 4 - Implementation

Once we have received your proposal and deposit, we will place all of your orders and schedule all subcontractors. Throughout the process, we will keep you apprised of delivery dates and the status of the project; we will also frequently visit your project to ensure that all aspects of the project are moving smoothly and any questions are answered. Once the ordered items arrive at the receiving warehouse, we will schedule a delivery and installation with you. During this time, we will work with the delivery company on the placement of the furniture and will inspect for any damages.

The full-service nature of our firm ensures that your project is in very capable hands. We have a team of professionals that will not only deliver creative design but will also deliver excellence in client service. Change in the household can be disruptive and stressful for some; our goal is to make the project progress as smoothly as possible and to not only have a successful outcome but also a successful process.

We look forward to working with you.



NEW CONSTRUCTION AND RE-CONSTRUCTION

Design Fee Breakdown

When building a new home, or remodeling an existing, many clients do not realize the importance of an interior designer in completing a well-rounded construction team. A professional designer can ensure that you will not make costly mistakes and can recommend valuable resources that can save you hours of legwork.

For your new construction or re-construction project, I will work with your architect, contractor and/or kitchen designer to specify finishes, fixtures, and details to create a beautiful interior. I will suggest showrooms where I have a professional relationship and we will help make selections. To ensure an easy allowance and billing process, these showrooms will bill your contractor directly. While I will be available for questions and for site walk-throughs, the contractor will continue to be in charge of all ordering and installation.

During this process, I would suggest that we set up weekly meetings on a specific day and time. The process could take at least 12 weeks, depending upon the scope of your project. It is important to remember that some custom items have a lead time of 10-12 weeks; this makes prompt decisions of paramount importance as to not delay the project.

We will review the following checklist to assess your design needs:

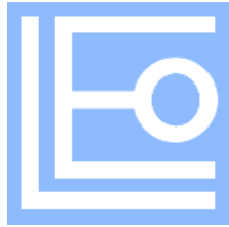
- Exterior: roofing, stone, brick, stucco, clad, paint, stain, windows and casements
- Cabinetry: kitchen, bathrooms, laundry

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- Doors: exterior, interior, garage
- Stairways
- Fireplaces: stone, wood, fireboxes
- Flooring: wood, stone, tile
- Tile, stone and decorative material for kitchens, bathrooms, laundry, entry, exterior, or any other space
- Interior trim and all casework for each space, including built-ins
- Paint and wall finishes
- Hardware: Knobs, pulls, hinges
- Lighting: interior and exterior
- Appliances
- Plumbing: kitchens, bathrooms, laundry
- Carpet
- Media/AV/Security
- Furniture space plans

Working drawings will be prepared by your architect, kitchen designer and carpenter. I will sketch concept drawings to be interpreted by the carpenter and artists who will prepare specific working drawings.

I look forward to providing creative design ideas that result in detailed, unique and very special spaces.