



**Driftwood Creative Designs**  
**Toton, Nottingham**  
**t. 07546123437**  
**e. [info@driftwoodcreativedesigns.co.uk](mailto:info@driftwoodcreativedesigns.co.uk)**  
**w. [driftwoodcreativedesigns.co.uk](http://driftwoodcreativedesigns.co.uk)**

## Term and Conditions

Effective from: April 2025

### 1. Services Offered

Driftwood Creative Designs ("the Company") provides graphic design services including but not limited to branding, logos, posters, flyers, banners, signs, menus, and stationery.

### 2. Quotations and Project Briefing

We offer an initial no-obligation quote based on preliminary discussions. A more detailed, comprehensive quote will be provided once a full project briefing has been completed. Any services or work not explicitly included in this comprehensive quote will be charged at a standard rate of £25 per hour.

### 3. Payment Terms

- A non-refundable deposit of 50% of the total quoted amount is required before work can commence.
- Final payment is due upon completion of the project, after which an invoice will be issued.
- A receipt will be provided once the invoice has been paid in full.
- Accepted payment methods: bank transfer and cash.

### 4. Revisions

Each project includes one round of revision. Additional revisions will be charged at £25 per hour.

### 5. Turnaround and Deadlines

Turnaround time will be based on the scope defined during the project briefing. Agreed deadlines will be confirmed in writing. If the client requests an expedited deadline (i.e., an earlier delivery than originally agreed), additional fees may apply.

### 6. Client Responsibilities

The client is responsible for providing all necessary assets, including but not limited to content, branding materials, and design guidelines. Delays in providing these may impact project timelines.

### 7. Ownership and Usage Rights

Upon final payment, the client owns the completed design(s) in PDF format. Driftwood Creative Designs retains the right to display completed work in its portfolio, including online and print formats, unless otherwise agreed in writing.



*"Where your vision  
meets our designs"*



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## 8. Cancellation and Refunds

Clients may cancel a project after commencement; however, all payments made prior to cancellation (including deposits) are non-refundable. No refunds will be provided under any circumstances once work has begun.

## 9. Confidentiality and Data Protection

We are committed to handling your data in accordance with the Electronic Document and Records Management (EDRM) standards and relevant UK data protection laws, including the Data Protection Act 2018 and UK GDPR.

## 10. Non-Disclosure Agreement (NDA)

Driftwood Creative Designs agrees to keep confidential any proprietary or sensitive information shared by the client. A separate Non-Disclosure Agreement (NDA) may be signed upon request to formalise this confidentiality.

## 11. Limitation of Liability

Driftwood Creative Designs shall not be liable for:

- Any damages resulting from the use or misuse of designs after delivery.
- Copyright infringement claims resulting from materials (e.g. images, fonts, text) provided by the client.
- Losses incurred due to project delays resulting from client-side delays or missing information.

In all cases, our liability shall be limited to the amount paid by the client for the relevant project.



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