

Sample Design Services Agreement

A representative outline of how Landforms Design Inc structures a landscape/hardscape design engagement directly with a homeowner, ahead of a contractor being selected to build it.

SAMPLE DOCUMENT — Provided for discussion and illustration purposes only. This is not a binding contract and does not constitute legal advice. Final agreements are drafted per project and should be reviewed by your own legal counsel before signing.

1. Scope of Design Services

Landforms Design Inc ("Designer") will provide landscape design services for the project described in the applicable proposal, which may include: site assessment and drone survey, 3D concept renderings, planting and hardscape layout plans, night lighting design, drainage and grading recommendations, and material/finish specifications.

Design deliverables are provided in digital format (PDF and/or 3D walkthrough) unless printed plans are separately requested.

2. Site Access & Information

Contractor will provide reasonable site access, existing survey or plat information, and utility locates prior to the design site visit. Designer is not responsible for delays or revisions caused by inaccurate or incomplete site information provided by others.

3. Fees & Payment Schedule

Design fees are quoted per project based on scope and complexity. A representative structure is: 50% deposit due at signing to schedule the site visit and begin concept design, 25% due upon delivery of the initial 3D concept for review, and the remaining 25% due upon final design approval.

Revisions beyond two rounds of concept feedback may be billed at an hourly design rate, communicated in advance.

4. Ownership & Use of Designs

Design concepts, renderings, and plans remain the intellectual property of Landforms Design Inc until final payment is received in full. Upon full payment, Contractor receives a license to use the approved design for construction of the specific project referenced in the proposal.

Designs may not be reused on other projects or resold without written consent from Landforms Design Inc.

5. Selecting a Contractor to Build

The Homeowner keeps and may use the approved design regardless of which contractor performs the construction. Where Landforms recommends a qualified contractor to build the project, that relationship and the resulting commission are governed by a separate Project Commission Agreement (see companion sample document) between Landforms Design Inc and the installing contractor. The construction contract itself is

directly between the Homeowner and the installing contractor.

6. Timeline

Typical design timelines run 2–4 weeks from signed deposit to final approved design, depending on project complexity and revision rounds. Timelines are confirmed in the project-specific proposal.

7. Cancellation

Either party may cancel prior to final design approval; fees for work already completed (site visit, concept development) are non-refundable and due upon cancellation.