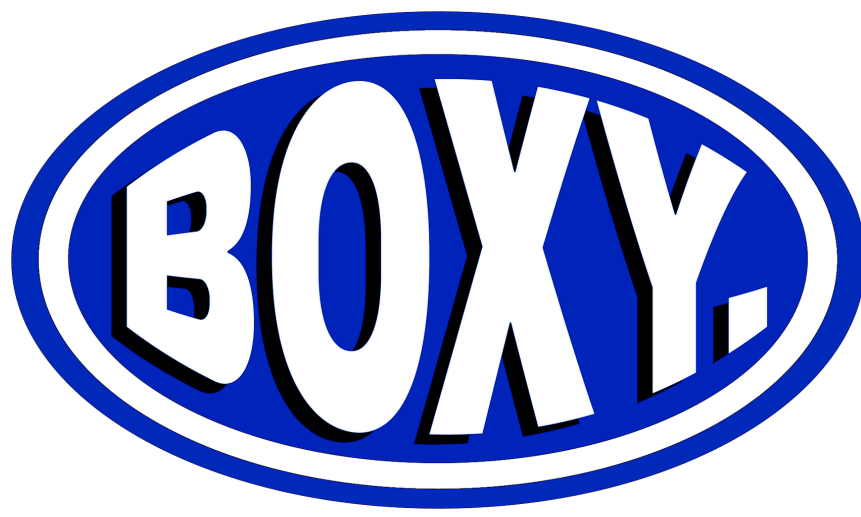




TERMS & POLICIES

Welcome to BOXY. STUDIO

By engaging with our design services, you agree to the following terms and policies. These are designed to ensure a smooth, respectful, and professional collaboration.

SERVICES OFFERED

I provide graphic design services including but not limited to:

- Logo design
- Branding packages
- Social media graphics
- Print design (flyers, brochures, posters)
- Web graphics

PAYMENT TERMS

- A 50% deposit is required before work begins.
- The remaining 50% balance is due upon final delivery.
- Payments are accepted via EFT.
- All prices are quoted in Rands.

REVISIONS POLICY

Offer up to 3 rounds of revisions per project. Revisions include minor changes such as:

- Color adjustments
- Font changes
- Layout tweaks

Major revisions (e.g., complete redesigns or concept changes) may incur additional fees.

TURNAROUND TIME

- Initial concepts are delivered within **3-5 business days**.
- Revisions are typically completed within **1-3 business days** of request.
- Rush projects may be accommodated for an additional fee.

PROJECT CANCELLATION

- If the client cancels the project after work has begun, the deposit is non-refundable.
- If the designer cancels due to unforeseen circumstances, a full refund will be issued.

OWNERSHIP & COPYRIGHT

- Final designs become the property of the client once full payment is received.
- I reserve the right to showcase completed work in our portfolio and marketing materials unless otherwise agreed.

CLIENT RESPONSIBILITIES

- Provide clear and timely feedback.
- Supply all necessary content (text, images, logos) before the project begins.
- Respect deadlines and communication boundaries.

COMMUNICATION

- All communication will be conducted via email, WhatsApp.
- Business hours are

Monday to Friday from 09:00 to 16:00

FILE DELIVERY

Final files will be delivered in formats such as:

- PNG, JPG, PDF for general use
- AI, PSD, or EPS for source files (if included in the package)

CONFIDENTIALITY

- All client information and project details are kept confidential and will not be shared with third parties.

TERMS & POLICIES AGREEMENT

By signing below, you acknowledge that you have read, understood, and agreed to the Terms & Policies outlined above. This agreement governs the working relationship between you and BOXY.STUDIO

Client Name: _____

Business Name (if applicable): _____

Email Address: _____

Phone Number: _____

Signature: _____

Date: _____