

# INTERIOR DESIGNER CONTRACT TEMPLATE

This Interior Design Services Agreement (the "Agreement") is entered into on **[Date]** by and between:

## Designer

**[Interior Designer's Name]**

**[Company Name]**

**[Address] [Phone] [Email]**

and

## Client

**[Client's Name]**

**[Client's Address] [Phone] [Email]**

## 1. SCOPE OF SERVICES

### 1.1 Project Description

The Designer agrees to provide interior design services for the following project:

- Project Location: **[Address]**
- Areas to be Designed: **[List of specific rooms/spaces]**
- Project Style/Theme: **[Description]**

### 1.2 Services Included

The Designer will provide the following services:

*e.g.*

- *Initial consultation and site assessment.*
- *Concept development and design planning.*
- *Space planning and layout.*
- *Color scheme selection.*
- *Material and finish selection.*



- Furniture, fixture, and equipment specifications.
- [List any additional services]

### 1.3 Services Not Included

The following services are explicitly excluded from this agreement:

*e.g.*

- Architectural services
- Structural engineering
- Building permits and approvals
- Contractor supervision
- [List any other excluded services]

## 2. TIMELINE AND MILESTONES

### 2.1 Project Schedule

- Project Start Date: [Date]
- Expected Completion Date: [Date]

### 2.2 Project Milestones

1. Initial Consultation and Concept Development: [Date]
2. Preliminary Design Presentation: [Date]
3. Final Design Approval: [Date]
4. Implementation Phase: [Date]
5. Project Completion: [Date]

## 3. COMPENSATION AND PAYMENT TERMS

### 3.1 Design Fee

Total Project Fee: \$[Amount]

### 3.2 Payment Schedule

- Initial Deposit (25%): \$[Amount] due upon contract signing
- Progress Payment (50%): \$[Amount] due upon preliminary design approval



- Final Payment (25%): \$[Amount] due upon project completion

### 3.3 Additional Expenses

*e.g.*

- *Travel expenses beyond [x] mile radius*
- *Printing and reproduction costs*
- *Sample orders and shipping fees*
- *Rush fees for expedited services*
- *Additional revision fees beyond [x] rounds of revisions*

## 4. CLIENT RESPONSIBILITIES

The Client agrees to:

*E.g.*

- 1. Provide timely access to the project site.*
- 2. Make decisions and provide feedback within [x] business days.*
- 3. Secure necessary permits and approvals.*
- 4. Make payments according to the schedule.*
- 5. Provide accurate information about project requirements.*

## 5. DESIGN OWNERSHIP AND RIGHTS

### 5.1 Intellectual Property

All design concepts, drawings, specifications, and other documents prepared by the Designer remain the intellectual property of the Designer.

### 5.2 Usage Rights

Upon full payment, the Client receives a license to use the designs for the specified project only.



## 6. CHANGES AND REVISIONS

### 6.1 Change Orders

Any changes to the scope of work must be documented in writing and signed by both parties. Additional fees may apply.

### 6.2 Revision Policy

- ☐ rounds of revisions included in the base fee
- Additional revisions billed at \$ per hour

## 7. TERMINATION

### 7.1 Termination by Either Party

Either party may terminate this agreement with  days written notice.

### 7.2 Termination Fees

- If terminated by Client: Payment for all work completed plus % of remaining contract value
- If terminated by Designer: Payment for all work completed, minus unearned fees

## 8. DISPUTE RESOLUTION

### 8.1 Mediation

Parties agree to attempt resolution through mediation before pursuing legal action.

### 8.2 Governing Law

This agreement shall be governed by the laws of .



## 9. INSURANCE AND LIABILITY

### 9.1 Insurance Coverage

The designer maintains professional liability insurance with coverage of \$[Amount].

### 9.2 Limitation of Liability

The designer's liability shall be limited to the total fees paid under this agreement.

## 10. CONFIDENTIALITY

Both parties agree to maintain confidentiality regarding all project details, pricing, and client information.

## 11. SIGNATURES

By signing below, both parties agree to the terms and conditions outlined in this agreement.

Designer [Interior Designer's Name]: \_\_\_\_\_ Date: \_\_\_\_\_

Client [Client's Name] : \_\_\_\_\_ Date: \_\_\_\_\_



The banner features the ManyRequests logo on the left, followed by the text "Try ManyRequests With Your Team for Free". Below this is a "START A FREE TRIAL" button with a right-pointing arrow. On the right side, there is a preview of the ManyRequests dashboard. The dashboard shows a header for "Your Agency" and three summary cards: "CLIENTS 228", "REQUESTS 89", and "REVIEWS 5.0". Below these cards is a line graph showing a step-like increase in a metric over time, with the x-axis labeled with dates from 07 Jul to 21 Jul.

### More Useful Resources:

- ♦ [Free Payment Reminder Template \[Docs / DOCX\]](#)
- ♦ [8 Best CRM and Invoicing Software for Creative Agencies \[2024 Guide\]](#)
- ♦ [Top 8 Monday.com Competitors for Creative Agencies \(2025\)](#)