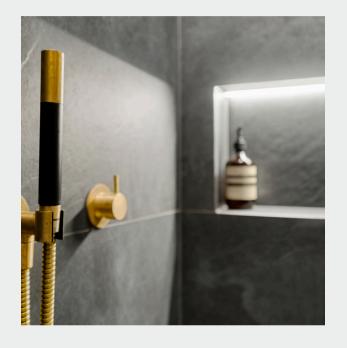
# Working with KIRSTY VEGAS DESIGN



# WHY KIRSTY VEGAS DESIGN?







# SPACIAL **SPECIALIST**

- 3D planning
- Clever space design
- Bespoke finishes
- Innovative design solutions

# HIGHLY ORGANISED

- Always in the know
- Biweekly updates
- Construction binder
- A thorough process

# CLEAR INVESTMENT

- Smart financial investments
- No surprises on budget
- Save you from costly mistakes





# PERSONALISED SERVICE

• High-quality designs • Quality craftsmanship • A collaborative approach

# CLIENT EXPERIENCE

- Personalised service
- Director-led project
- Final home reveal

# MY SERVICES

In the following pages, you'll find a description of the services provided by Kirsty Vegas Design. These services aim to improve the functionality, beauty, and value of every space designed to meet your unique needs. I offer THREE distinct levels of service:

## MINI HOME DESIGN CONSULTATION

()')SINGLE ROOM - FULL RENOVATION

## FULL INTERIOR DESIGN SERVICE INCLUDING BESPOKE DESIGN



# CURATED & PERSONALISED SPACES



## **BESPOKE DESIGNS**

Unique, one of a kind, designs Optimising your current home footprint Clever functional layouts with ample storage space Spaces designed to grow into

## TIMELESS DESIGN

Flexibility to change with the seasons of life Fits with the architecture of your home Touches of personality, specific to you Elevated comfort Layered looks





"Kirsty impeccable taste and comes to the table with so many amazing ideas, yet still manages to remain incredibly collaborative and focused on the needs of her client. It really is the perfect mix. I absolutely love my new bathroom." - Dave S - George Courts Heritage Building, Auckland



# MEET YOUR DESIGNER

I'm an Interior Designer passionate about creating timeless and functional spaces that reflect the unique personality of my clients. My journey has been fueled by creativity and innovation, I love nothing more than to transform an ordinary space into an extraordinary experience for my clients.

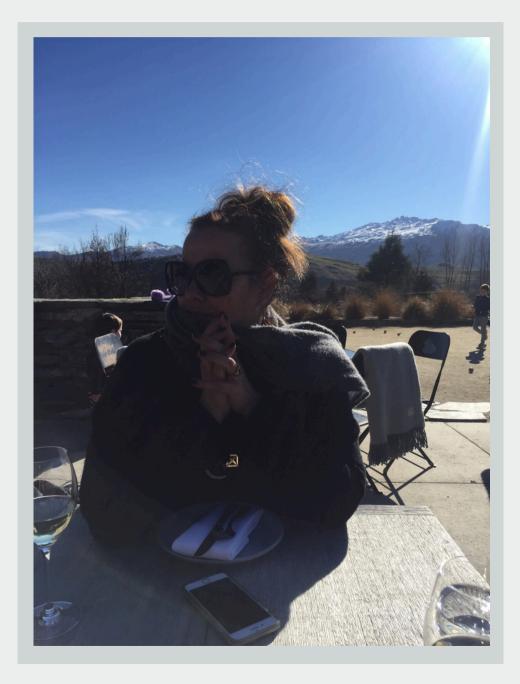
My approach to interior design is all about maximizing the potential of each home while ensuring that every space reflects the individuality of its occupants. One of my key specialties lies in reimagining existing layouts. By cleverly utilising the available footprint of a home, I create practical storage solutions and better maximise smaller spaces, ensuring that every corner of your space is both functional and beautiful.

My commitment to originality sets me apart. I don't believe in cookie-cutter designs; instead, my quest is to find artisans to custom-build unique pieces that transform your house into a timeless sanctuary. Each element is thoughtfully designed to resonate with your personal style and to stand the test of time, both in aesthetics and quality.

I specialise in providing expertly-crafted custom paint finishes, custom building and handmade bespoke tiles to create focal points that make your home truly one-of-a-kind. These textured and layered elements bring a sense of artistry and character that completely elevate your living space.

## Interior Design Institute





# ARCHITECT

- TheArchitect reviews a project from the outside in
- The Architect designs something structurally sound
- The Architect designs by code

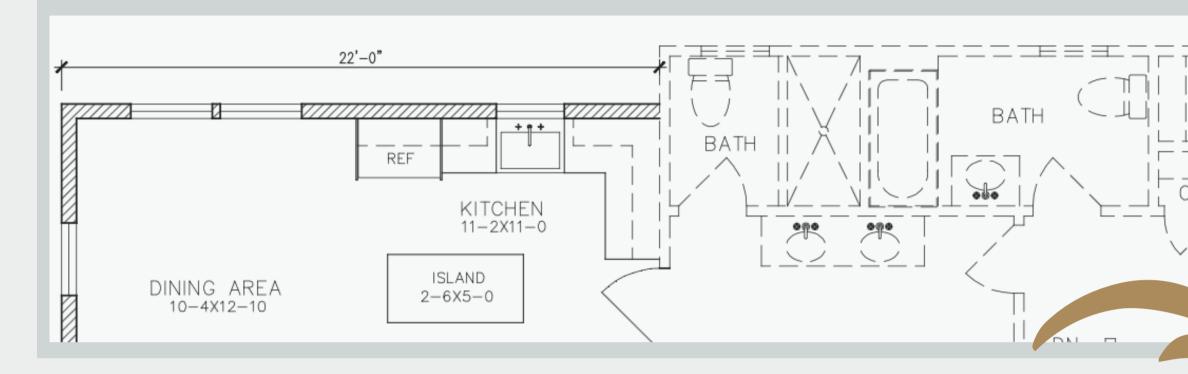


- The Designer reviews the project from the inside out
- The Designer designs the interior space(s)
- The Designer designs personalised to clients

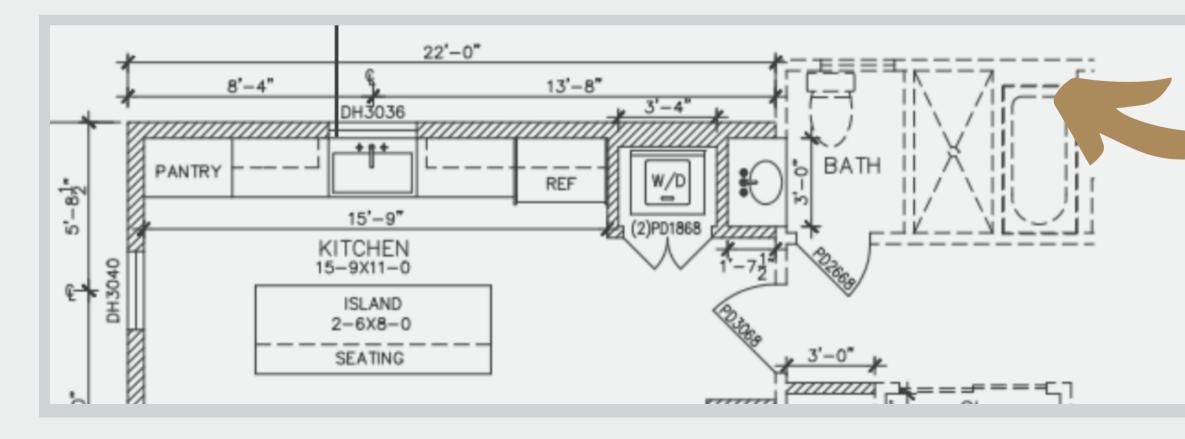
# CONTRACTOR

 The Contractor takes all of the information that has been briefed by the Designer, the exterior design, interior design, structural elements, codes, and personalization, and then builds or renovates the home from the ground up or outside to in.



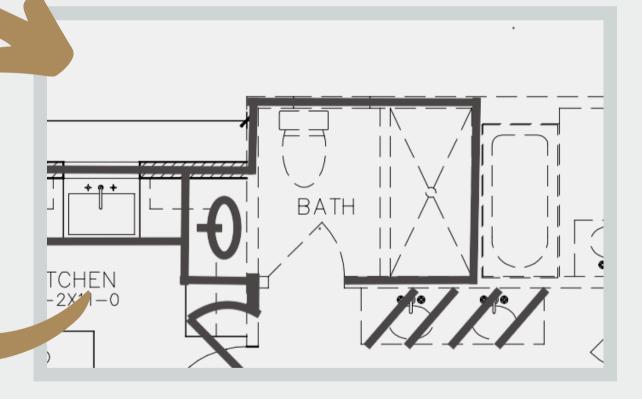


No matter how seasoned your Contractor or Architect is, they provide services within their scope of work. Creating a functional home is not their role.



# THE IMPORTANCE OF A DESIGNER

Creating a functional layout is the designer's responsibility.



Red lining plans each time plans are presented, ensures nothing gets missed and you have a well thought-out home design..

#### THE ENQUIRY

01.

Working with only a select few clients each year allows us to dedicate my full attention to your project. My complimentary 30minute call ensures I understand your vision and can map out the journey ahead together.

#### THE PLANNING

02.

This kick-off is where we dive deep into every aspect of your project. I create a roadmap that covers everything from furniture layouts to investment planning, ensuring we're aligned on every detail to bring your dream space to life.

#### THE DESIGN

03.

Here, my expertise shi we craft detailed floor elevations, and select furnishings and finishe reflect your unique sty dedicated to capturing every nuance to create space that truly speaks you.

05.

#### THE REVISION

Your feedback is invaluable, and this phase is all about fine-tuning the design to perfection. I'm here to guide you through any revisions, ensuring they enhance the overall impact and stay true to your vision.

#### THE PURCHASING

06.

I handle every aspect of ordering with utmost care, from ensuring product quality to protecting delicate items during delivery. Your peace of mind is our priority as we bring your design to life.

#### THE INSTALLATION

07.

Sit back and relax as our team works tirelessly to implement your design, from delivery to installation. In just 6 hours, watch your outdated space transform into a stunning reflection of your style and personality.

# 04

#### THE PRESENTATION

nes as	This is the exciting moment		
plans,	where I unveil your		
	completed design, complete		
es that	with samples for you to		
/le. l'm	touch and feel. Your		
<b>T</b>	ultimate veto power		
e a	ensures that every element		
s to	is exactly as you envision,		
	down to the last detail.		

# 08.

#### THE END!

The reveal is a moment of joy and celebration as we welcome you to your newly designed home. Special gifts and a welldeserved toast await, marking the beginning of a new chapter and a beautifully designed space to enjoy and unwind in.

# A COLLABORATIVE APPROACH

# HANDS ON

You'll participate in the design from onboarding through the completion of the concept design.

I'll ask for your feedback with:

- Filling out a questionnaire so I get to know you and your needs
- Submitting any design ideas you have
- Submitting any existing products you'd like me to consider for the space(s)
- Likes/dislikes in the concept design
- Your feedback on the mood board
- Your feedback on the furniture layout
- Fine-tuning the investment amount
- Revising the presented design

# HANDS OFF

After those items are completed, I take over the rest of the project. This will specifically mean at once the concept design round is completed, I'll ...

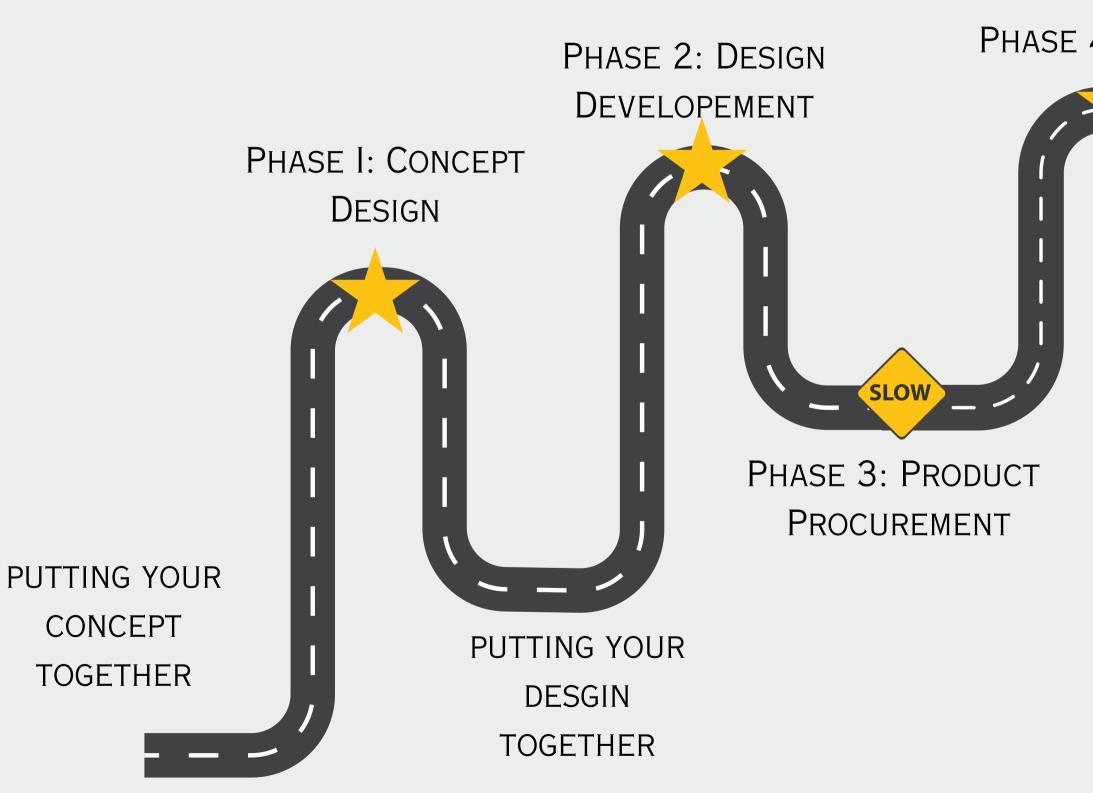
Then you'll give me revision. I'll...

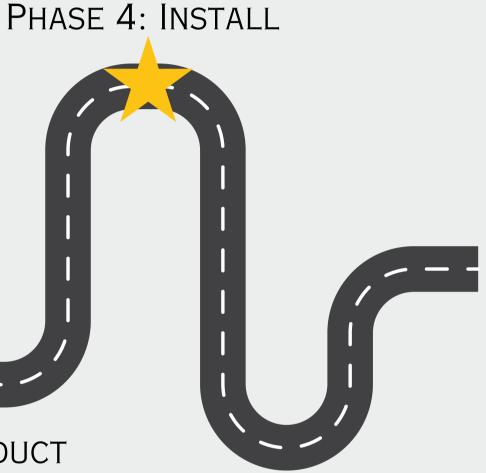
But don't worry, you'll get updates along the way with the ultimate veto power, always.

• Design your space with all the information provided on the left

• Revise the design • Execute the design through to completion.

# MY SIGNATURE PROCESS



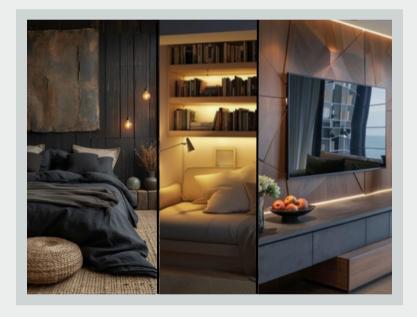


PROJECT CLOSURE & SETTLING INTO YOUR HOME

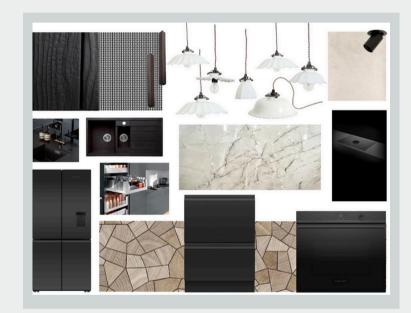
PROJECT WRAP UP

# PHASE I: CONCEPT DESIGN DELIVERABLES

The Conceptual Design Phase exists to confirm your scope, layout, investment estimate and aesthetic direction







I CAPTURE YOUR INTEREST AND DESIRES

I REVIEW YOUR FURNITURE LAYOUT

I CAPTURE THE VISION THROUGH A MOOD BOARD

n	Qty	Standard		Semi-Custom	Custom	Client's Cost
		Li	vin	g Room		
a	2	\$4,000		\$8,000	\$12,000	\$0.00
reseat	1	\$2,000		\$4,000	\$6,000	\$0.00
tional	1	\$5,000		\$10,000	\$15,000	\$0.00
ent Chair	1	\$1,600		\$3,000	\$5,000	\$0.00
omans	1	\$450		\$1,500	\$2,500	\$0.00
fee Table	1	\$500		\$1,500	\$3,000	\$0.00
a Table	1	\$750		\$1,500	\$3,000	\$0.00
1 Table	1	\$1,200		\$2,000	\$1,800	\$0.00
ole Lamps	1	\$800		\$1,400	\$2,000	\$0.00
a Rugs	1	\$2,000		\$4,000	\$6,000	\$0.00
ror	1	\$900		\$1,500	\$2,500	\$0.00
apery (Per Window)	1	\$2,000		\$3,000	\$4,000	\$0.00
ow Pillows	1	\$150		\$300	\$500	\$0.00
ow Blanket	1	\$100		\$200	\$300	\$0.00
work	1	\$2,000		\$4,000	\$3,000	\$0.00
andeilier	1	\$1,500		\$3,000	\$4,500	\$0.00
or Lamp	1	\$400		\$700	\$1,200	\$0.00
dia Storage	1	\$1,800		\$3,000	\$5,000	\$0.00

## I PLAN YOUR FINANCIAL INVESTMENT

### + 1 ROUND OF DESIGN EDITS

# QUALITY IS REMEMBERED, Long After Price is forgotten.

Minimum expenditure is a minimum spend requirement that Kirsty Vegas Design has, which ensures a quality design and products that we can stand behind with my signature layered look. Spending less than this is a sacrifice to the quality of design and quality of the product. I would never want to furnish your home with goods that need to be thrown in less than a year.

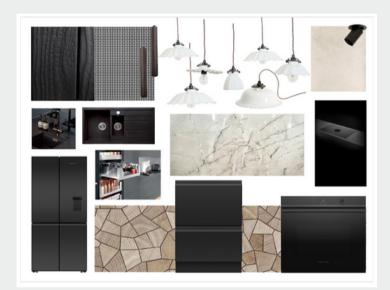
My minimum expenditure will broken down in your proposal and is dependent on the room use. Based on past experience ...

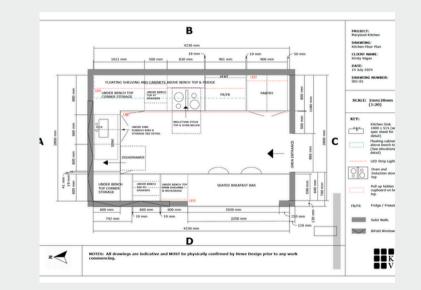
LIVING ROOM | \$40,000 DINING ROOM | \$25,000 OFFICE/LIBRARY | \$15,000 MASTER BEDROOM | \$25,000 GUEST/KID'S BEDROOM | \$15,000

Large Scale Renovation ranges from \$150K -upwards for a whole floor, whole home, or home addition. Kitchen Refreshes with existing cabinetry range from \$40K-\$70K Luxury Kitchen Design with new cabinetry range from \$95K-\$150K

# PHASE 1: DESIGN DEVELOPMENT DELVERABLES

Detailed design phase ... turning your ideas into a design







ALL YOUR SELECTIONS IN A CONCEPT BOARD

ALL THE TECHNICAL DRAWINGS TO IMPLEMENT ALL THE FABRIC AND FINISH SAMPLES

+ UP TO 3 ROUNDS OF DESIGN EDITS



#### TO GO -\$16,330.0 ain bthrm, entrance, study, loft, lounge -\$8.000 ter Doors for under stair anging Tessuti Astier de Villa om Wardrobe fitout uble Bed & Base Mattress, Thread Linen, Leather m black wire for hook itta - Artek Killa Coat Stand plus deliver x antique stools for study / entrance & storage boxes 4 study x Plant Pulleys ntrance Tiles Global Tile ntage Hook x 2, Plants Bird Cages and Vintage Boat Hook x 3 or unge Wooden F Brutus The Pig Sonos Speaker #1 Offset Stool - Simon Jame

## ALL THE RELATED FINANCES PER ROOM

#### **KITCHEN SAMPLE BOARD:**

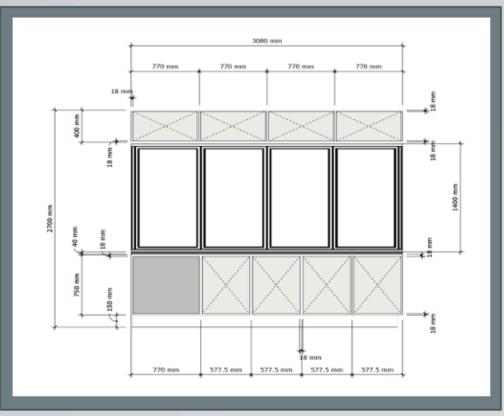
The easiest way to make a home renovation come to life is bringing the physical samples in for a client. Displayed here are bench top tiles, tapware, splash black tiles, floor tiles, cabinetry colour samples, feature wall sample tile and accessories.



- 1. Bench Top: Custom Build - Parker Grey Concrete
- 2. Tapware: Progetto Range -Matt Black
- 3. Splash Back: Island Stone -Black V-Tile
- 4. Floor Tile: Tile Depot -Benton Still Duet Dark<sup>6</sup>. Porcelain Tile
- 5. Cabinetry: Blum -Legrabox Ambia Cabinetry – Colour Combination of Line Nebraska Oak and Tezra Matt Black
- 6. Wall Colour: Resene -Triple White Painter
- 7. Feature Wall: Island Stone - Level Pebble



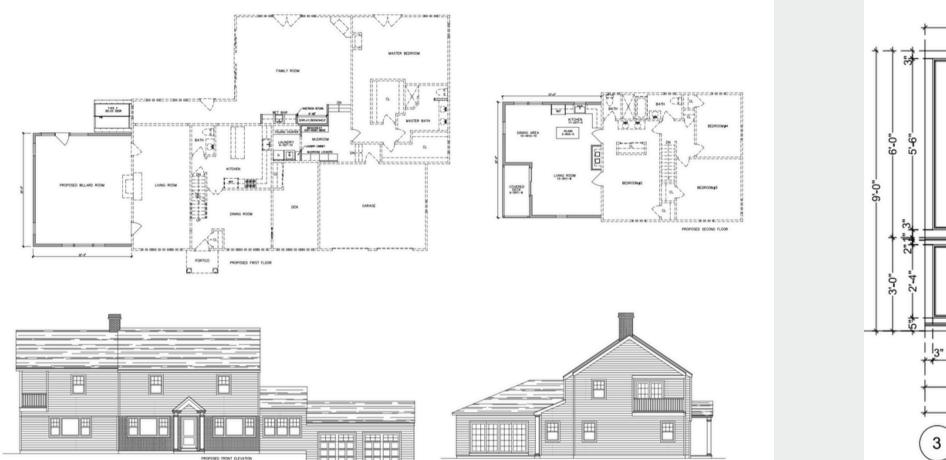
#### **KITCHEN ELEVATION**

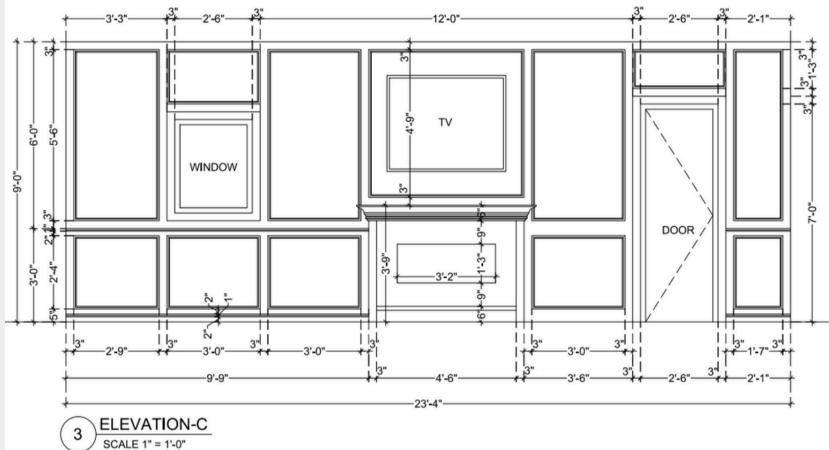


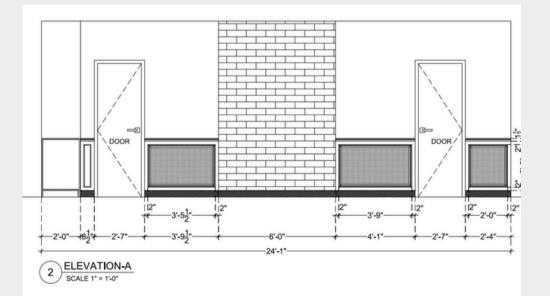
# 

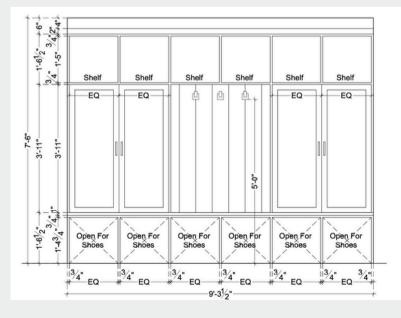
022 6802 404 👰 kirsty@kirstyvegas.com 🕥 @kirstyvegasdesign

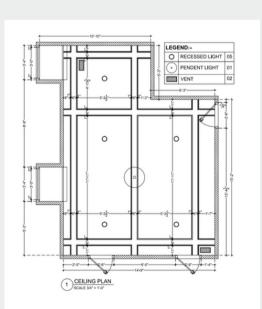
# HOUSE PLANS AND ELEVATIONS

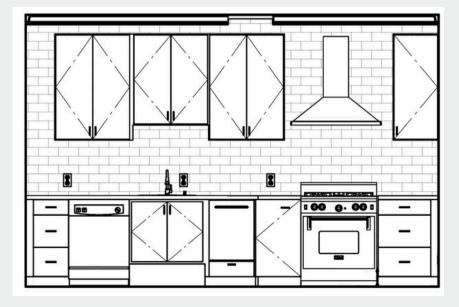












#### **INTERIOR SAMPLE BOARD**



Combining style and functionality, this bathroom will be tranquil, contemporary, and refined. Fixed accessories will continue in the theme of predominantly white and brushed brass, so as not to overpower the muted jade tones of the wall tiles. The olive hues will be picked up in the Missoni towels and Diptique oversized candle. The concrete and wood freestanding shelf will sit in between the vanity basins and mirrors, creating a functional, raw-looking space that will pick up the concrete floor tiles and draw your eye up to the beautiful brushed bronze his and hers mirror cabinets and tapware.





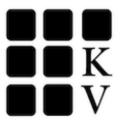
#### **INTERIOR SAMPLE BOARD**



#### LOUNGE

Contemporary, and minimalist, with elegant proportions. The simple dark glass coffee table will balance and reflect the subtle hues of the hanging pendant and let the Moooi bubble rug be the hero of the room. The circular flow of the acrylic painting "Question", the circular coffee table and pendant also reflect the circular motion of the bubble rug and again great for little people running around. The moody, sophisticated accents will influence the overall vibe of this relaxed chill-out zone.





1: "Question" Acrylic Painting on canvas by Inez Froehlich @ Artfinder

2: Echasse Bowl @ Simon James

3: Minotti Sullivan Coffee Table by Rodolfo Dordoni @ ECC

4: Liguano Base Unit with Drop Down Draws @ BoConcept

5. Archie Bar stool - walnut (upholstered with avocado toned leather seat) @ Cintessi

6: Portable Fireplace Candle by D.S.& Durga @ Mecca

7: Oluce Attolo Table Lamp Satin Bronze @ ECC

8: Bloom Pendant Large by Resident @ Simon James

9: Moooi Bubble Zoom Carpet in Natural by Sjoerd Vroonland @ ECC

10: Concerto M Chaise @ King Furniture







022 6802 404 👰 kirsty@kirstyvegas.com 👩



@kirstyvegasdesign

# PHASE 2: PRODUCT PROCUREMENT

SALES ORD	ER			V I	
Sales Order No: AKI	L24020184			ΚI	NG
SHOWROOM A: 535 Pameli Rd, Pameli, Auckiar P: 09 309 3766 E: auckland @idingilving.co.nz	nd 1052				VERY ADDRESS 10A Emerson St. 1071 AUCKLAND
DATE Mon Feb 26, 2024					NEW ZEALAND
PAYMENT TERMS				3	0 Maryland Street
25% Deposit Full Payment Before I ESTIMATED DELIVERY DATE	Delivery			1022 PC	NEW ZEALAND
Tue Jun 04, 2024			P: 022	6802404 E: kirsty.v	regas@gmall.com
NO CHANGES AFTER Sun Mar 03, 2024					
CUSTOMER NAME	CUSTOMER ID	SALES CONSULT	TANT	FINANCE	PROVIDER ID
Kirsty Vegas Design	NZ-C001504	Elena.Korovkina			
ITEM DESCRIPTION		FULL PRICE	άτγ	SELL PRICE	TOTAL
ISSHO LAZY SUSAN DINING TA BASE Onyx NERO MARQUINA (		\$6,190.00	1.00	\$3,590.00	\$3,590.00
Aspen Counter Stool (High Back) Onyx	Futuro - Dark Olive FO-40	\$1,359.00	3.00	\$855.00	\$2,565.00
Amara Soft Dining Chair Package PO-40 Onyx	a 6 V2 Futuro - Dark Olive	\$6,494.00	1.00	\$4,040.00	\$4,040.00
Kato II AB CNR R1300 Richmone	1 Eucelypt RM-51	\$1,001.00	1.00	\$630.00	\$630.00
Kato II C-CNR R1040 Richmond Foam)	Eucalypt RM-51 (Memory	\$726.00	1.00	\$455.00	\$455.00
KING LIVING NEW ZEALAND LIM	ITED GST NUMBER:	115: (09) 30	9-3766		ww.kingliving.co.n

## Sourcing phase ... finding elements that bring your project to life

- Send purchase orders to our vendors
- Purchase your products
- Shop for accessories
- Re-select items that are no longer available
- Coordinate with workroom for custom items
- Coordinate with tradesmen for installation
- Work alongside the Receivers to ensure your products arrive in the right finish and without damage
- Manage any returns, exchanges or claims
- Prepare for installation
- Provide installation oversight for window treatments, lighting, etc.

# DISCOUNTED RETAILERS LIST - SAVINGS THAT I PASS DIRECTLY ONTO YOU ...

Here is a small sample of the retail outlets I get discounts at, I pass the full discount onto you and only charge for my time which is \$75 per hour. It normally takes around an hour per outlet / purchase with emails etc. The only thing I ask is to be sure you know the retail price prior to requesting a quote, so I am not wasting their time with non eventuating quotes. WHEN RENOVATING, THESE SAVINGS CAN OFTEN COUNTERACT MY DESIGN FEE.

Outdoor Warehouse Parnell - 10% off their sale prices	Noel Leer
SR Interiors - 20-25% discount and a further 20% off sale price.	Coco Rep
Bauhaus - 10 - 20% off retail (depending on item).	Simon Jar
Citta - 35% discount on orders over \$200	Matisse - 1
Dawson Furniture - 15-20% discount off retail	ECC - 10-1
BoConcept - 20% discount off retail	Woodwrig
Bianca Lorrene Linen - up to 50% discount (depending on item).	MM Liner
Thread Design - 10 - 30% off retail (depending on item).	Wallace C
Plumbline for high end tapware and bathrooms - 15% off retail.	Reece Bat
Various discounts at all tile shops - mostly 20%	Mitre 10 -
King Living - a further 10% off sale price - you can get their furniture for	50% off wi
stylish and then add in another 10% and it works out around the same p	rice as Free
Freedom Furniture - 15% off retail and 5% off sale prices (but I don't reco	mmend the
their product).	

eming (high end) Appliances - 10-20% off retail public - 20% off retail mes - 10% off retail 15% discount off reatil 15% discount off retail ghts - 30% discount off retail n - 30% off retail Cotton - 20% discount off retail throoms - 15% off retail - 5-10% off retail vhen on sale (which is often), great quality and

edom Furniture, but better quality.

eir product usually due to the longevity of

# CONSTRUCTION OVERSIGHT

My Role Is To Handle:

- Sourcing reputable tradesmen and vendors
- Scheduling and coordination of trade vendors
- Answering technical questions you have no idea about — and don't know what's right or wrong
- Ensuring all measurements and finishes are correct and to standard
- Sourcing all elements and the right selections for your project
- Project management and oversight of the entire project

K	1	r	S
1/	T	T	

sty stands out as a project manager — she is incredibly attentive to detail, assembles a terrific team of contractors, and keeps everyone/everything on track as much as possible. We are SO happy with how our home looks and have her to thank. We wholeheartedly recommend Kirsty!

## Peter - Pt Chevalier

# PHASE 3: INSTALLATION

This is where I take over the property, organising everything, and installing your design today. Things that happen during this phase are:

- Whole home cleaning to prepare
- Receiving company delivery
- Window treatment installation
- Artwork installation
- On-site handyman

# YOUR REVEAL

- Site walk-through
- Photography / videography

The reveal day is as close to being on reality home show as you'll get, plus you get shown all the tips and tricks of your new home.

# $\star \star \star \star \star$

## Denise - Westmere

# NOT JUST A SERVICE, AN EXPERIENCE

At the end of this project, I give you the big reveal. Firstly, it's my simple way of giving you a grand experience after the stress and fatigue that comes with renovation. I want you to have a celebratory moment to encapsulate your design journey. For example, I did a whole home project with clients in Westmere during COVID and as you can imagine, we hit some bumps along the way. As they we're drinking champagne, we spoke about the delays and at each point, we clinked again to celebrate our success. They both had this level of excitement to be in their new space and that's to be expected. I hung around for a bit and I noticed the excitement start to come down, but what came over them I wasn't expecting - which was this wave of peace. It went from "look at my home" to "Oh, I am home. This is my home."



# RVICI INF(

# MINI IN-HOME DESIGN CONSULTATION

This mini consult involves a visit to your home, where I spend up to 90 minutes with you. We will begin with a tour of your space, allowing me to understand not just the areas you want to enhance, but also your overall interior design style. I'll take time to identify what changes you'd like to make and evaluate any existing furniture or decor you may want to incorporate. Additionally, I will capture 3D images of the spaces for better visualization.

Following our consultation, you will receive an email summarizing our discussion, complete with "To Do" bullet points for all areas we covered. This will include links and suggestions, as well as any additional advice I may think of afterward.

A 3D room layout may also be included to help you visualise these changes.

\$500 to \$2500 ONE OFF FEE
(Fee dependant on how many spaces require attention)

# SINGLE ROOM RENOVATION INCLUDING BESPOKE DESIGN

# SERVICES INCLUDE:

- Design concept
- Preliminary floor plans
- Furniture layouts
- Detailed elevations
- Carpentry plans
- 3D renderings
- Construction documents
- Electrical plans
- Finish selections
- Flooring, plumbing, lighting and more!
- Full service furnishings
- Custom window treatments
- Project management of tradespeople
- Product procurement
- Access to our reputable vendors
- Receiving and white-glove delivery
- Professional styling
- Turnkey installation

- Mood Boards
- Detailed Design Notes
- Shoppable PDF Lists
- Floor plans
- Electrical Plans
- Cabinet Plans
- Finish Schedules
- Tile Elevations
- Product Selections
- Product Spec Sheets
- Installation Guides
- Client Investments
- SUPPORT:
- Full execution of design plan
- Weekly status report
- Email, call/text during regular business hours
- 1-month follow up support

# FULL INTERIOR DESIGN SERVICE INCLUDING BESPOKE DESIGN

# SERVICES INCLUDE:

- Design concept
- Preliminary floor plans
- Furniture layouts
- Detailed elevations
- Carpentry plans
- 3D renderings
- Construction documents
- Electrical plans
- Finish selections
- Flooring, plumbing, lighting and more!
- Full service furnishings
- Custom window treatments
- Project management of tradespeople
- Product procurement
- Access to our reputable vendors
- Receiving and white-glove delivery
- Professional styling
- Turnkey installation

- Mood Boards
- Detailed Design Notes
- Shoppable PDF Lists
- Floor plans
- Electrical Plans
- Cabinet Plans
- Finish Schedules
- Tile Elevations
- Product Selections
- Product Spec Sheets
- Installation Guides
- Client Investments
- SUPPORT:
- Full execution of design plan
- Weekly status report
- Email, call/text during regular business hours
- 1-month follow up support

# DESIGN FEES AND PAYMENTS OPTIONS

Payments by direct bank transfer. Note: Weekly payment plans are available for Design Fess over \$25K

- **OPTION 1:** \$95 PER HOUR GENERAL INTERIOR DESIGN WORK (MOODBOARDS, SOURCING FURNITURE ETC) \$135 PER HOUR FOR CONTRACTOR PLANS / VISUALS / 3D RENDERINGS 50% of expected hours involved upon acceptance (note: this will include a contingency for design changes etc) 25% of fee at the half way mark 25% of fee on completion of your renovation
- **OPTION 2:** FLAT CHARGE \$5,000 / PER ROOM 50% of payment required upon acceptance 25% of design fee at the half way mark 25% of design fee on completion
- **OPTION 3:** FLAT CHARGE \$15,000 / UP TO FOUR SPACES 50% of payment required upon acceptance 25% of design fee at the half way mark 25% of design fee on completion

# $\star$ $\star$ $\star$ $\star$

Kirsty was amazing from the start. Very responsive and quick to reply to emails and set up our first meeting. She understood our style immediately and was able to provide the perfect advice and assistance beyond my expectations. Her style and design sense is impeccable and we appreciated her professionalism. She works with the best in the industry and was able to provide retail discounts, and more importantly, the guidance that we needed to get started with making our house a beautiful sanctuary.

Sunayana - Kohimarama



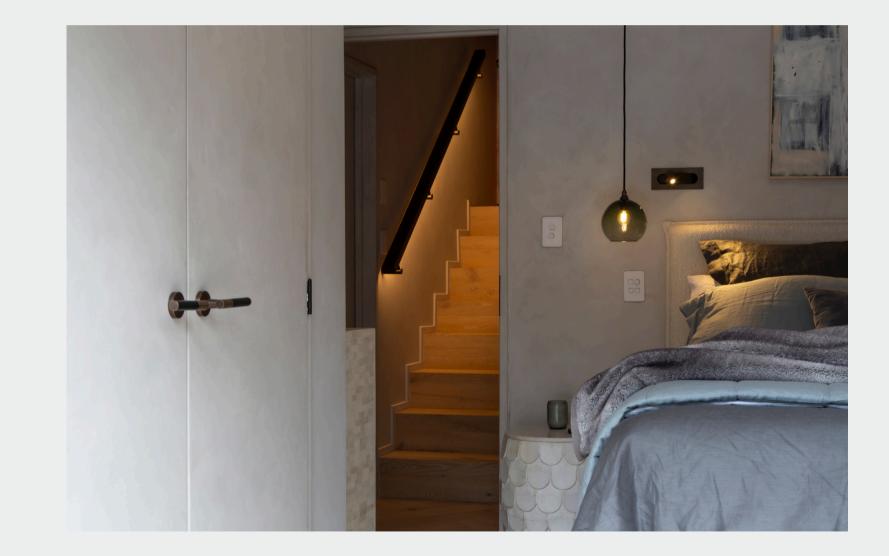
# EXPECTATIONS

# WHAT YOU CAN CAN EXPECT FROM ME

- Open and honest communication
- Transparent pricing
- Problem solving
- Streamlined design process
- Knowledgeable and experienced designer with a trustworthy and experienced team of craftsmen

## WHAT I EXPECT FROM MY CLIENTS

- All decision-makers be present at all on-site appointments
- Open and honest communication
- Responses and approval within a reasonable amount of time
- Prompt payment to avoid delays and added fees
- Have an open mind



## 01 VENDOR & ARTISAN RESOURCES:

Consider me your storefront. I purchase furniture and accessories from private and custom manufacturers to meet your project needs, on your behalf. Much like BoConcept can't legally disclose their manufacturers, neither can I. But rest assured, I'm sourcing from top companies to bring you high-quality products.

## O2 PRICING GUIDELINES:

Those manufacturers set guidelines for companies like myself to price at. I do not spend hours scouring the internet for the cheapest price available therefore my prices may be higher than what you see online. If I price shopped every piece, you can expect my design fees to be 50% higher because of the amount of time involved.

## O3 THE DESIGNER DIFFERENCE:

Purchasing from a designer has many benefits unavailable with a retail store. With a designer, you can expect a cohesive home that takes into account all design aspects. Think of it as a custom room that turns your vision into a reality. I'm not just selling you a piece of furniture, I'm handing you a dream.

## 04 THE RETAIL DOWNFALL:

Purchasing from retail can really hurt your design experience and affect the overall quality of design. Avoiding stores during our time together can save you money and time on the backend. I'm here to help so please leave the shopping to me!

## O5 TIMELINE AND LEAD TIMES:

Due to the effects of the pandemic, lead times have been extended and are widely unpredictable. For this reason, we do not design around constraints such as holidays or events. We feel this puts unnecessary stress on all parties involved and can easily soil the design experience. We highly encourage you to avoid planning until your installation has been completed. It is the equivalent of wanting a tender well-done steak in 5 minutes - good things take time!

# COMMUNICATION

## IMPORTANT INFORMATION TO KEEP IN MIND DURING THE DESIGN PROCESS

## Communication:

Email is the only method of communication I accept. Text messages are accepted if we're expected on-site and something urgent comes up or when we're performing installations. I pride myself on dedicating intentional time to each project. Therefore when I'm designing a project, communication may lag.

#### Updates:

I'll be in touch throughout the design process. You'll receive a bi-weekly report from me every 2nd and 4th Friday of the month. This will outline the work that's been done and what we're working on next. You'll also get emails at each phase of the project that go over what to expect during that phase.

Response Time Within 48 hours MON-FRI 10am-4pm

BIWEEKLY UPDATES + PHASE UPDATES

# NEXT STEPS:

#### SIGN YOUR INTERIOR DESIGN AGREEMENT ()].

When you're ready accept and sign the proposal that will be emailed to you when the estimated scope of works is determined. I am a small boutique firm and keep my workload limited therefore proposals are only valid for 7 days.

#### PAY THE DESIGN FEE ()')

All invoices must be paid within 7 days - prompt payment is very much appreciated, but please do get in touch if you are having any issue with this ... communication is key.

#### WELCOME ()

I'll schedule a meeting within a week. This will be an in-person meeting to review the work to be done and what you require from both myself and contractors to ensure we are aligned. I can also answer any questions you have before the work starts.

#### THE JOURNEY BEGINS ()4.

The fun stuff starts here, whilst it can be rather daunting at first, don't worry, I'll be guiding you the whole way through this adventure and taking on most of the stress and strain associated with renovations, so you don't have to.