

UK RETAINER AGREEMENT NET 14

By signing this agreement, _____ (“Client”) has retained _____ (“Service Provider”) to proceed with graphic design services for the period _____ to _____, and agrees to the terms and conditions as set forth in this Agreement.

During this period, Service Provider agrees to devote up to _____ hours per month on assignments to be determined by Client. Work will normally be performed at the offices of Service Provider, but occasionally may take place at other locations, as required. Work priority and scheduling will be at the discretion of Client. Work will normally occur between the hours of _____.

Payment for these services will be to Service Provider at the rate of £_____ per month and will be made for the following month no later than the 30th day of each month that this agreement is in force. An invoice will be submitted each month.

Design services in addition to hours per month will be made available by Service Provider at the rate of £_____ per hour and will be billed separately. Consulting services will be billed separately at the rate of £_____ per hour. Any expenses exclusive of normal overhead are not included in this agreement and will be billed separately. Examples of such expenses are: delivery services, long-distance telephone calls, long distance travel (outside of M25) and accommodation, and expenses when traveling. All invoices will be net 14.

Description of Design Services:

Description of Consulting Services:

All materials furnished by Client will remain the property of Client and will be returned upon request, or no more than _____ days from the termination of this agreement.

The results of any and all work performed by Service Provider for Client, including original creative work (with the exception of _____), will remain the property of the Client. Client may use this material in any way deemed appropriate.

This agreement may be terminated on 30 days’ written notice by either Service Provider or Client. In case of termination, Service Provider shall make a reasonable attempt to finish work in progress.

(Creative company)

(Client company)

