



## Solution Agreement

This design deposit of \$\_\_\_\_\_ is made by \_\_\_\_\_ on \_\_\_\_/\_\_\_\_/\_\_\_\_  
in order to secure the services of ReTouch as the design/build team for their project at  
\_\_\_\_\_ (project location) in \_\_\_\_\_ (address, city, state).

This project has reached a point in development where both the client and ReTouch have made a commitment to move forward.

ReTouch agrees to channel their resources toward helping the client, reserving time in their schedule, and to work promptly toward an accurate and exact project proposal.

The client agrees to provide input and decision-making that will help bring their project desires into focus, and to communicate openly to ensure that ReTouch has a clear understanding of their expectations.

\_\_\_\_\_  
*Signature and date of ReTouch Representative*

\_\_\_\_\_  
*Signature and date of Client*

We look forward to helping you enhance your space!



## Design Production Schedule

*This process is likely something you will only encounter 1 or 2 times in your life, so it can seem complicated and intimidating. We like to project a timeline so that you can know how to prepare for each event in the process. These dates may change depending on many factors, but gives us a good starting point.*

<u>Projected Date</u>	<u>Design Event</u>
___/___/___	1 <sup>st</sup> Design Consultation/Sign Solution Agreement
___/___/___	2nd Design Consultation/Initial Proposal Delivery
___/___/___	Followup Design Consultations (as needed)
___/___/___	Trade Walkthrough
___/___/___	Product Selection
___/___/___	Delivery of final documents
___/___/___	Pre-Construction meeting
___/___/___	Submission/approval through city and/or HOA
___/___/___	Setup on site (1 <sup>st</sup> day of physical work)