

Jerman Design Incorporated brings over 25 years of experience to your graphic design project. I feel that I am knowledgeable responsive and provide a good value. But, please familiarize yourself with these terms and conditions, and understand how I work before beginning – Steve Jerman

Contact

STEVEN R. “STEVE” JERMAN, DESIGNER

By e-mail E-mail is the preferred form of contact. E-mail is required for delivery of proofs. All copy changes need to be submitted electronically by e-mail.

We will attempt to answer all e-mail in one working day, if not much sooner.

E-mail anytime to: stevenrjerman@gmail.com

By telephone 9:00 a.m. to 5:00 p.m., MST
Monday through Friday
Call **801-467-8751**

By mail Jerman Design Incorporated
1420 Hudson Avenue
Salt Lake City, UT 84106

In person By appointment only

Fees

Hourly Rate Rate for any/all work, design, travel, meeting, estimating and accounting related to job
\$50.00 per hour for Utah-based Entities
\$65.00 per hour for Out-of-state Entities

Materials Unless otherwise noted in writing all materials are included.

Estimates With enough information about your project I can give you a free estimate.

Revisions One set of copy revisions is included in the estimated price. Additional alteration requests will be charged at the hourly rate.

Terms

Basic Terms 100% cash in advance

On approved Credit 50% down,
remainder COD Company check

**Utah State Government,
and approved agencies** Net 30 days

Web Hosting Service

\$250 per year or “Free” We can host your website for \$250 per year. Which includes five hours or corrections per year. This is a good option if you don't know much about websites, are the 'hands off' type and are not interested in doing the revisions yourself.

Approvals and Delivery

Electronic Workflow All proofing and art delivery will be done electronically via the Adobe Acrobat PDF system. See <http://get.adobe.com/reader/>

Proofreading Every effort will be made to deliver flawless work, but the client is – in the end responsible – for proofreading accuracy, and any damages caused by the client's publication of inaccurate work.

Copyright and Usage

Supplied Materials Unless otherwise agreed in writing, all logos, content and photography will be supplied by the client. The client shall be responsible for researching the copyright of supplied materials, and indemnifies Jerman Design for the directed and approved use.

Copyrights Jerman Design does not wish to be involved in holding copyrights, rather providing services for copyright holders. Most graphic design work is not protectable as 'visual art' as determined by the U.S. Patent Office (but instead as a compilation of content.) Therefore unlimited usage for the stated application is implied except for the following instances; products for sale (excluding packaging,) and print runs over 500,000 impressions.

Buyout In cases, such as illustration, the copyright may be retained except for the agreed upon usage granted. But all rights can be bought by paying a fee 300% of the original fee (triple buyout custom.)

Fair Use Client agrees that Jerman Design may use designs for it's sales portfolio and promotion uses.

Files and Fonts

Native Files Unless agreed to in advance, we do not supply 'native' art files. We can save art as PDF, EPS, JPG or TIFF formats. We will provide art on CD upon request.

Fonts With the PDF proofing system fonts are embedded in the art and are not necessary. Printer fonts are not included with your project.

Printing and Third-Party Services

Quotations Available Occasionally we are asked to recommend third-party graphic service suppliers. We have found that doing this is not in the long term benefit of the third party supplier, Jerman Design or our current clients. Instead we would rather bid on the project as a broker, and can offer value doing so.