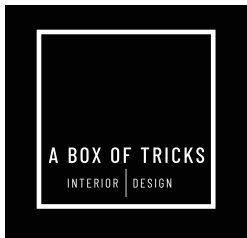


A Box of Tricks Ltd Interior Design

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INITIAL CONSULTATION & THE BRIEF

Our initial meeting is to understand your brief, budgets, time scales and specific requirements and to learn more about working with me.

PROPOSAL

Within seven days of our consultation I will prepare a letter of appointment or a proposal which, along with my terms & conditions and the schedule of the project scope and design fees forms my contract with you.

DEVELOPMENT OF DESIGN PROPOSALS

Once you are happy to proceed and you have signed the proposal and paid the advance fee. I will invite you to a collaborative concept mood board where we can share initial ideas and styles. This is a great way to make sure that the design process runs smoothly and I am on track with your expectations. The timescale of this can vary, but once I have established the key elements of the design I can begin the next stage.

Next we progress to a detailed mood board for each room which starts to look at more specific colours, fixtures, fittings and fabrics. 3D and 2D floor plans are also produced, incorporating budget estimates for items proposed.

The design stage can take between 3-6 weeks depending on the size of the project. This will be outlined in your proposal.



TENDERING & PROJECT MANAGEMENT

Includes purchasing, storing, delivering and time on site managing your project from start to finish. I can source specialist contractors and trades where required, manage everyone throughout the renovation/build, and liaise with building control to ensure a premium finish is achieved. Selecting internal and external finishes down to the smallest of details. You will receive weekly email updates during this process.

FURNITURE, FIXTURES & EQUIPMENT (FF&E)

Ordering furniture, managing costs and arranging delivery of goods, making sure to coordinate delivery times with the project completion date.

FINISHING & INTERIOR STYLING

When everything is done and delivered, we can arrange to style your home for you if you require. If this has not been included in the proposal then a separate quote will apply.

It is at this point that I may ask if you would be happy for me to photograph your project for my portfolio.

Please refer to my website www.aboxoftricks.com for full terms and condition

