

Mark Tidwell & Associates

6947 Woodvale Ln, Trussville, AL 35173 – (205) 681-9436

Client Information and Agreement

Last Name		First Name	
Billing Street Address			
Billing City	Billing State	Billing Zip	
Site Street Address			
Site City	Site State	Site Zip	
Contact Phone Number		Contact E-mail	
Contact Phone Number 2		Contact E-mail 2	

☐ **The current fee is \$0.98 per square foot of under-roof area.**

Under-roof is defined for this purpose as all areas including garages (except basement garages), porches, bonus rooms, and heated areas. Examples of areas not used for the purpose of this calculation are: unfinished basements, open-to-below areas, dormers in attics and other areas determined by Mark Tidwell & Associates not to be used for this calculation.

☐ **Payments are broke up into three installments as follows:**

Retainer Invoice - (will be applied to the final invoice) required in order to start work.

Proof Invoice - 50% of the total bill based on current size or in the case of a remodel/addition, 50% of the quote.

Final Invoice - a total bill is tallied and all monies paid to this point are deducted.

☐ **Proof stage** – once you are satisfied with the overall design of the house, we will produce a full working set of drawings marked "For Bid Purposes Only." These drawings will have everything on them the final drawings will have apart from the cross section and/or wall section details. **Proof drawings are NOT to be used to start construction**, but are intended to obtain bids, preliminary HOA/ARC approval, appraisals, and other preconstruction needs. You will be provided with a PDF to approve prior to printing the proof sets. A maximum of six sets are included in the price. Any requested extra copies will be printed at the current printing rate.

☐ **The final drawings will include six sets of drawings and a PDF for your use.**

Signature

Date
