



DECLUTTERED DESIGNS

This service agreement is between _____ (Client), the owners of _____ (Address of home), and MY DECLUTTERED DESIGNS, of Sarasota, FL, 34234, Professional Organizer.

Client is engaging Professional Organizer to provide organizing services to the Client, on the terms and conditions as set forth in this Agreement. Services agreed upon include those detailed in the Proposal (see attached).

IN CONSIDERATION OF the matters described above and of the mutual benefits and obligations set forth in the Agreement, the receipt of and sufficiency of which consideration is acknowledged, the parties to this Agreement agree as follows:

Engagement

1. The Client agrees to engage the Professional Organizer to provide the Client with services listed in the Organizing Proposal.
2. The Client acknowledges before and after photographs will be taken during the process and gives permission to the Professional Organizer the use of these photographs in advertising. Client acknowledges Organizing Photos will be anonymous.
1. It is understood that there are some risks involved in moving furniture and accessories as part of organizing process as contracted with the Professional Organizer. It is rare to experience any damage or injury, however it is agreed by the Client and Professional Organizer to hold harmless with each other. There will be no future claim against the Professional Organizer or any partners, associates or subcontractors for any injury to persons within the Client's property or damage or destruction of possessions or property belonging to the Client.
2. It is warranted that the signers of this contract have all authority to authorize the movement of all furniture and accessories within the property.
3. Any work performed by third party companies recommended by the Professional Organizer is not in any way the responsibility of the Professional Organizer.
4. All pets should be removed from the property during services being rendered and are not the responsibility of the Professional Organizer to prevent escape.

Term and Termination of Agreement

1. The term of this Agreement will begin on the date of this Agreement and will remain in full force and effect until completion of the Services. In addition, this agreement may be terminated at any time for cause by either party notifying the other party in writing of that party's breach of the Agreement and giving ten (10) business days for a cure, after which the notifying party may terminate if there has been no cure of the breach.
2. The Professional Organizer estimate is given based on the "Scope and Schedule" shown in the Proposal. Interruptions or changes in the Scope or Schedule that may become required will add to the costs and require a corresponding revision of the estimate.
3. Professional Organizer is a member of the National Association of Productivity & Organizing Professionals (NAPO) and bound by their Code of Ethics. Any physical or verbal content expressed during the course of the project will remain confidential and will not be shared with outside parties, unless required by law or with express consent.
4. Gift Certificates are available for purchase as individual sessions only. Gift Certificates are non-refundable and are valid for 1 year.

Compensation

1. Consultation fees are \$50 will be invoiced prior to the Consultation Appointment. There are no refunds for the consultation fee if the client elects not to hire Professional Organizer to perform the work discussed. The Consultation must be received before the booking is finalized.
2. For the services provided by the Professional Organizer under this Agreement, the Client will pay to the Professional Organizer compensation in the following manner. A Service retainer deposit of 25% will be collected at the signing of this agreement to begin organizing services. Further billing will be invoiced at the end of the day for work completed.
3. Billing for Packaged Session hours will be billed upfront. Client has six (6) months upon the date of purchase to use the Package Sessions. If the Client is unable to utilize the Package Session within the 3rd month timeframe, a refund will be issued for the unused hours. If Client has not used the Package Session hours by the 3rd month and one week, no refund will be provided.
4. Payment for hands-on work sessions are due at the time of each service. There are no refunds for completed hands-on work sessions.
5. All rescheduling of sessions require 48 hours' notice to avoid a rescheduling fee of 50% of the scheduled organizing session.
6. All cancellations require 48 hours' notice. Without proper notice, the Client will be required to pay 50% of the scheduled organizing session.

Governing Law

1. Is it the intention of the parties to this Agreement that all suits and special proceedings be construed in accordance with and governed by the laws of Florida.

Client PRINT

Date

Professional Organizer

Date

Client SIGN

Professional Organizer SIGN