



CUSTOMER INFORMATION		ADMINISTRATIVE INFORMATION
Name:		Date of Consultation:
Address:		Designer:
City:	Zip:	Matt Lombardo <i>Certified Residential Contractor</i> <i>License Number: CRC1331625</i>
Phone:		
Email:		

LANDSCAPE DESIGN PACKAGE

It shall be the understanding that Lombardo Landscaping Incorporated will provide Landscape Design Services for the project located at the address listed above and in accordance to the outline below.

ITEM DESCRIPTION	FIXED FEE
1.1 Initial Consultation <ul style="list-style-type: none"> ○ Site Visit, gather client's preferred scope of work including design style preference. ○ Review existing conditions, record site pertinent information and collect survey. ○ Establish project type, time frame and client's budget ○ Design Fee Received 	<i>Included</i>
1.2 Base Map Preparation <ul style="list-style-type: none"> ○ Compile survey, utility information and existing site conditions into a base drawing for design and construction purposes. 	<i>Included</i>
1.3 Professional Landscape Design <ul style="list-style-type: none"> ○ Our team of design professionals will work together to create a fluid and timeless landscape design of the highest quality to meet the customers ultimate vision and expectations. 	<i>Included</i>
1.4 Topographical Landscape Plan (Color) <ul style="list-style-type: none"> ○ Includes landscape material demo instructions. ○ Landscape layout to scale, materials schedule and quantities. ○ Plant specifications according to the design. 	\$
1.5 Landscape Material and Species Images <ul style="list-style-type: none"> ○ Provided images of the plant palette that corresponds with the landscape materials schedule. 	<i>Included</i>
1.6 Optional 3D Graphic Imaging <ul style="list-style-type: none"> ○ Generated model that reflects the proposed design. ○ High quality virtual fly through video. ○ (6) snap shot images of key perspectives and design elements. 	\$
1.7 Project Presentation <ul style="list-style-type: none"> ○ Join us in our design showroom for a full presentation of your project. ○ If preferred, drawings can be sent digitally and the project presentation can be done remotely with a conference call. 	<i>Included</i>
1.8 Design Revision <ul style="list-style-type: none"> ○ (1) Design revisions will be included with this package ○ Any additional customer requested revisions will be charged on an hourly rate based on the hourly fee structure (see Fee Schedule for more information). 	<i>Included</i>
1.9 Project Estimate <ul style="list-style-type: none"> ○ An itemized final project estimate will be provided upon customers approval of design. 	<i>Included</i>
1.10 Landscape Layout Verification <ul style="list-style-type: none"> ○ Site visit to insure that the installation crew has properly located the proposed plant material based on the design upon start of project. ○ Plant location adjustments will be made per the designers instruction to better enhance the overall quality of the design prior to installation. 	<i>Included</i>
DESIGN TOTAL:	\$

In order to proceed with the design, 100% payment of the above total will be required with this signed document. If the customer decides to move forward with Lombardo Landscaping's installation of the design, the design fee will be credited

AGREEMENT: BY SIGNING BELOW, THIS DOCUMENT WILL BECOME LEGALLY BINDING BASED ON THE OPTIONS AND FEES LISTED ABOVE.

ACCEPTED BY: _____
 (signature)

 (print name)

DATE: _____

GENERAL NOTES:

If there are specific design requests or budgets that need to be considered for the design the customer should provide them in advance to ensure the design meets the needs of the customer. These may include but are not limited to: HOA Requirements, Property Constraints, landscape material preferences, colors, textures ect...

Please feel free to visit our website: "lombardlandscaping.com" or come in to our showroom for additional consultation, project examples and product samples.

Hourly Fees will apply when additional revisions are requested outside of what is included the **Landscape Design Package**. Please find below our Hourly Fee Schedule:

Principal / Owner	\$175 / HR
Lead Design Manager	\$125 / HR
Senior Design Associate	\$100 / HR
Design Associate	\$85 / HR
CAD Technician	\$65 / HR
Administrative	\$35 / HR

Payments are to be made as agreed to on this form; any payments made by credit card will be charged a **3%** administration fee for the amount being paid in addition to the agreed upon price of the work. If payment processing is needed from a management company that will require more than **(5)** five days to process, then arrangements need to be made by the association prior to the expected completion date. If payment is recieved later than **(5)** five days after the completion date penalties will be applied as seen below.

The final payment is expected to be paid in full on the day of completion. If the final payment is not recieved within **(5)** business days of the completion of the work or the final invoice, there will be a **5%** penalty to the customer on the overall remaining balance. If the payment can not be made due to a misunderstanding of completed work or for any other reasons the customer must bring it to the contractor's attention with a verbal and written notice. This does not excuse the customer from any penalties or initial payments due unless agree on work is not completed.

WARRANTY

Plant Material: All plants have a three month warranty based on proper conditions. A working irrigation system, daily watering of plants during the first 2 weeks, proper maintenance (such as; pruning, fertilization and pest control) are strongly recommended. **DAILY WATERING OF PLANTS AFTER INSTALLATION IS RESPONSIBILITY OF THE CUSTOMER.** Any plant damage or death due to lack of watering is not covered under warranty. **Ponds and Water Features:** All pond equipment is backed by a manufacturer warranty for the mentioned periods of time on a per product basis. The customer will not be charged for any parts replaced under warranty, but will be charged for the labor needed to repair or replace any equipment. The pond or waterfeature has a 50 mil. liner with a 20 year UV. **Lombardo Landscaping Incorporated** backs its craftsmanship with a **5 Year** warranty to the proper construction of the feature. This covers against any leak, spill over and faulty connections in the plumbing and liner. This does not include damages done by an outside force which include; liner punctures, or weather acts such as floods, frosts, hurricanes, tornadoes, or any other acts of nature. This warranty does not include any maintenance or labor related costs.

In the case of unexpected tasks that require additional labor beyond what was quoted, there may be additional charges above the agreed price. Examples of unexpected or unseen items may include; old tree stumps and roots, large areas of concrete or stone not visible from surface ground level, irrigation or electrical lines that need to be moved, and any other unforeseen circumstances that may require more labor then expected to complete the job. If the customer is aware of such items, it is their responsibility to notify and alert the contractor prior to the price being agreed upon in order to avoid any additional fees.

CHANGE ORDERS

If the customer chooses to make any changes from the initial estimate which involves adding or changing any amount of materials or labor there will be a minimal labor charge of **\$250** plus material costs.