

How TCKB Works:

Initial Meeting

Your initial consultation is at no charge. You will first get a tour of the showroom and our many displays. This offers you a sense of our design capabilities as well as a look at our extensive line of quality products.

If you are remodeling, we will arrange an in home consultation. We will measure the space, and work with you to determine the materials and architectural details needed to complete your project.

If you are building a new home, we will review the blueprints at our showroom. We have many samples of cabinetry styles, countertop choices, door styles, and hardware choices to help you visualize the possibilities for your design.

At this time, a preliminary drawing will be presented to you along with an estimated cost. (All drawings are property of Town & Country unless The Design Commitment Agreement has been signed.)

The Design Retainer

At this point you'll have a good sense of what your project will look like and an estimated cost. The Design Commitment Agreement; A non-refundable retainer of \$600.00 is to accompany this signed agreement. The retainer is held in promise of the design commitment and future cabinet order and will go towards your cabinet purchase.

Any additional services beyond the defined Scope of Work in the Design Commitment Agreement will be performed on a time and expenses basis in accordance with our standard hourly rate and will be approved by you in writing before commencement.

Schedule of Hourly Billing Rates

Principal	\$175.00/hr
Senior Designer & Decorator	\$110.00/hr
Support: Design, Production, Contract Administrator	\$60.00/hr

Preliminary Design Presentation

After the initial meeting, TCKB will take the design elements discussed and incorporate them into a preliminary design.

During the Design Presentation TCKB will present you with a preliminary set of drawings to review and any changes to these drawing can be made at this time.

The final design, scope, and costs will be determined and refined over the ensuing meetings between you and TCKB.

Project Detail Refinement

There are numerous decisions made during the design of a new kitchen, bath, library, or media room.

These decisions may appear overwhelming and that is why we are here to assist you. We'll help you sort through cabinet, countertop, appliance, hardware, and molding choices. This will ensure that your project will be exactly what you envisioned.

Once all the elements have been chosen, a revised and accurate price quote can be articulated.

The Contractual Agreement

Once the designs are complete and all the materials have been selected a contractual agreement is made.

Our terms for payment are as follows: 50% deposit, 40% due upon delivery of merchandise, and 10% balance due upon installation. Deposit is non-refundable. All cabinetry is special ordered and cannot be refunded or returned.

Ordering Materials

Upon receipt of the deposit TCKB will order your custom products and materials. At this point, no changes can be made to the design.

Product and Materials Arrive

TCKB will arrange for delivery of all your products and materials to your location.

If these additional services are rendered, TCKB will manage the installation of cabinetry, countertops and other products purchased.

Throughout the installation process of your project we will be in constant communication with your contractor to ensure a smooth and professional install of your project.

Thank you

Your friends at Town & Country Kitchen and Bath