

# A SCRAPPY DOG

## CUSTOMER CONTRACT

PLEASE PRINT THIS DOCUMENT, INITIAL WHERE INDICATED, SIGN AND DATE AND SUBMIT WITH YOUR PHOTOGRAPHS AND A COPY OF THE SIGNED WORK ORDER. BY INITIALING EACH ITEM YOU AGREE TO THE TERMS OUTLINED IN THIS CUSTOMER CONTRACT.

CUSTOMER NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

EMAIL: \_\_\_\_\_ PHONE: \_\_\_\_\_

1. I UNDERSTAND THAT ALL ITEMS INCLUDED IN THE PROJECT (SCRAPBOOK/SCRAPBOOK PAGES/CARDS/INVITATIONS/ANNOUNCEMENTS) WILL BE MOUNTED USING ONLY PRODUCTS LABELED "ACID FREE, ARCHIVAL SAFE, AND/OR LIGNIN FREE". THIS INCLUDES PAPERS, ADHESIVES, EMBELLISHMENTS, PENS, ETC. I UNDERSTAND ANY DAMAGE RESULTING FROM DEFECTIVE PRODUCTS IS NOT THE LIABILITY OF A SCRAPPY DOG OR PATRICIA MALONEY.  
PLEASE INITIAL \_\_\_\_\_
  
2. I UNDERSTAND THAT IN THE EVENT MY PHOTOS OR MEMORABILIA ARE DAMAGED OR LOST BY UNFORESEEN DISASTER SUCH AS FIRE, FLOOD, EARTHQUAKE, TORNADO, THEFT, AUTO ACCIDENT OR OTHER UNAVOIDABLE OCCURRENCE WHILE IN THE POSSESSION OF A SCRAPPY DOG OR PATRICIA MALONEY, I WILL NOT HOLD A SCRAPPY DOG OR PATRICIA MALONEY LIABLE. FURTHERMORE, I WILL KEEP ALL NEGATIVES OR DIGITAL MEDIA AS A BACKUP TO THESE ITEMS, TO THE BEST OF MY ABILITY. IN THE EVENT THAT IRREPLACEABLE ITEMS ARE LOST BY THE AFOREMENTIONED UNFORESEEN DISASTERS, I ACCEPT FULL RESPONSIBILITY FOR THEIR LOSS AND WILL NOT HOLD A SCRAPPY DOG OR PATRICIA MALONEY LIABLE.  
PLEASE INITIAL \_\_\_\_\_
  
3. I UNDERSTAND THAT UNLESS OTHERWISE REQUESTED BY ME, THE CUSTOMER, PHOTOS MAY BE CROPPED OR OTHERWISE ALTERED SO AS TO BEST FIT THE THEME AND LAYOUT OF THE CUSTOM PROJECT, AS DEEMED APPROPRIATE BY A SCRAPPY DOG/PATRICIA MALONEY.  
PLEASE INITIAL \_\_\_\_\_
  
4. I WILL NOT HOLD A SCRAPPY DOG OR PATRICIA MALONEY RESPONSIBLE FOR DAMAGE TO A PROJECT OR IT'S PHOTOS AND MEMORABILIA THAT OCCURS DURING SHIPPING EITHER TO OR FROM A SCRAPPY DOG. PURCHASE OF POSTAL INSURANCE WILL BE MADE AVAILABLE TO THE CUSTOMER AT THE CUSTOMERS EXPENSE AND IF CHOSEN WILL BE ADDED TO THE FINAL INVOICE.  
PLEASE INITIAL \_\_\_\_\_
  
5. I UNDERSTAND THAT A SCRAPPY DOG REQUIRES A 50% DEPOSIT FOR ALL PROJECTS, AS THEY ARE OUTLINED IN THE ATTACHED WORK ORDER. I ALSO UNDERSTAND THAT IF I PAY BY PERSONAL CHECK THERE WILL BE A DELAY IN THE START OF A PROJECT UNTIL THE CHECK HAS CLEARED. IN ADDITION, SHIPMENT OF A FINISHED PROJECT WILL BE DELAYED, IF THE REMAINING BALANCE IS PAID BY PERSONAL CHECK, UNTIL THE CHECK HAS CLEARED. IN THE EVENT THAT A CHECK FROM THE CUSTOMER IS RETURNED, A \$40.00 FEE WILL BE ADDED TO THE FINAL INVOICE AND THE BALANCE WILL BE PAID VIA MONEY ORDER OR APPROVED CREDIT CARD. A SCRAPPY DOG/PATRICIA MALONEY HAS THE RIGHT TO HOLD MY ORDER PENDING APPROVED PAYMENT.  
PLEASE INITIAL \_\_\_\_\_

6. A SCRAPPY DOG/PATRICIA MALONEY AGREES TO COMMUNICATE THE PROGRESS OF EACH ORDER AS IT PROCEEDS THROUGH THE CREATIVE PROCESS AND TO SEND PHOTOS OF THE PROJECT AS NECESSARY VIA EMAIL. THE CUSTOMER AGREES TO REVIEW SUCH PROGRESS IN A TIMELY MANNER AND CONFER WITH A SCRAPPY DOG/PATRICIA MALONEY WHEN NECESSARY.

PLEASE INITIAL \_\_\_\_\_

7. I AGREE THAT NO COPIES OF MY PROJECT, EITHER CUSTOM OR PRE-MADE, WILL BE MADE BY ME, THE CUSTOMER. FURTHERMORE, I WILL NOT SUBMIT MY PROJECT TO ANY PUBLICATION, WEBSITE OR CONTEST UNLESS WRITTEN CONSENT IS GIVEN BY A SCRAPPY DOG/PATRICIA MALONEY.

PLEASE INITIAL \_\_\_\_\_

8. I UNDERSTAND THAT ALL PHOTOS AND MEMORABILIA INCLUDED IN A GIVEN PROJECT WILL BE MOUNTED WITH ADHESIVE CONSIDERED TO BE PERMANENT, UNLESS OTHERWISE REQUESTED BY ME, THE CUSTOMER. ANY ATTEMPT BY ME TO REMOVE SAID OBJECTS MAY RESULT IN DAMAGE TO THE PROJECT. I AGREE THAT I WILL TAKE FULL RESPONSIBILITY FOR ANY AND ALL DAMAGE OCCURRING TO THE PROJECT AFTER I TAKE RECEIPT OF IT.

PLEASE INITIAL \_\_\_\_\_

BY SIGNING BELOW, I AGREE TO THE TERMS OUTLINED IN THIS CONTRACT AND INITIALED BY ME, THE CUSTOMER.

CUSTOMER SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

PATRICIA MALONEY \_\_\_\_\_ DATE \_\_\_\_\_  
(A SCRAPPY DOG)

PLEASE MAKE ONE COPY FOR YOUR RECORDS AND SEND ORIGINAL SIGNATURE COPY TO:

A SCRAPPY DOG  
8156-E SOUTH WADSWORTH BLVD.  
SUITE 345  
LITTLETON, CO 80128

(303)519-5457  
WWW.ASCRAPPYDOG.COM