

# Technically Tahquette Designs

## **Client Policies**

These policies exist to create clarity, protect time, and ensure a smooth experience for everyone involved.

---

### **Getting Started**

All projects and sessions require:

- A completed booking or inquiry form
- Agreement to the outlined terms
- Payment as specified for the selected service

Work does not begin until these steps are completed.

---

### **Payments**

- Payment is required in full at the time of booking unless otherwise stated.
- Payments for completed sessions and services are non-refundable.
- Payment plans, when offered, must be paid on time to avoid delays or pauses in work.

---

### **Rescheduling & Cancellations**

- Sessions may be rescheduled with at least 24 hours' notice.
- Missed sessions or no-shows are non-refundable.
- If rescheduling is required due to unforeseen circumstances on our end, the next available date or a refund will be offered.

---

### **Project Timelines**

Timelines are based on:

- Timely communication
- Prompt delivery of required materials
- Approvals within agreed timeframes

Delays in communication or missing assets may result in timeline adjustments.

Projects paused for more than 14 days may be subject to a \$100 restart fee.

---

### **Revisions**

- Revisions are limited to what is outlined in your selected service.

- Revisions apply to refinements of existing work, not new requests or scope changes.
- Requests outside the original scope may require additional fees.

---

## Scope of Work

Services are limited to what is outlined in your agreement or booking description. This may include:

- Strategy sessions
- Website reviews
- Design or system recommendations

Implementation, additional builds, or ongoing support require a separate agreement.

---

## Communication

- Primary communication takes place via email or your HoneyBook portal.
- Response times are typically within 1–2 business days.
- DMs are not used for ongoing project communication or support.

---

## Results Disclaimer

Professional insight and strategic guidance are provided to support success, but results are not guaranteed. Outcomes depend on client implementation, consistency, and external factors.

---

## Fit & Boundaries

Technically Tahquetta Designs is best suited for clients who:

- Value clarity and structure
- Are open to feedback
- Are ready to implement recommendations

Projects may be declined if they are not a good fit for the services offered.

---

## Why This Matters

These policies are designed to:

- Protect time and energy
- Set clear expectations
- Support productive, respectful working relationships

Clarity creates better results.