



Designing digital and
physical experiences

Terms and Conditions

This Terms and Conditions document applies to all services and activities of Bas Duijst, an independent graphic designer based in the Netherlands. It outlines the conditions under which design services are provided. By engaging Bas Duijst for services, these terms are considered accepted and form the basis of all agreements. All services are governed by the laws of the Netherlands.

Project Acceptance

A project begins once there is a clear agreement between both parties. This may occur when:

1. A quotation or estimate is approved in writing
 2. A purchase order is issued referencing the quotation
 3. Confirmation is provided via email
- *From that moment, these Terms and Conditions apply to the project.*
- *Any conflicting terms provided by the client do not apply unless agreed in writing.*

Design Charges & Payment

All costs are outlined in a written estimate or quotation.

1. A deposit of 50% is required to start the project
 2. The remaining balance (50%) is due upon completion, before final delivery
 3. Additional work outside the agreed scope will be quoted and invoiced separately
- *Deposits are non-refundable, as they reserve time and resources for the project.*
- *Design work may not be used, published, or reproduced in any form until full payment has been received.*

Copyright, Source Files & Ownership

All creative work remains the intellectual property of Bas Duijst unless otherwise agreed.

1. Copyright of all design work (including concepts, visuals, and ideas) remains with Bas Duijst until full payment has been received
 2. Only the final selected design is delivered; unused concepts remain the property of Bas Duijst
 3. Working files, drafts, and production files remain the property of Bas Duijst at all times
 4. Source files (AI, PSD, INDD, etc.) are not included by default and may be provided at additional cost
- *Ownership transfer is only valid if agreed in writing before the project starts and after full payment has been received.*
- *Any use of the work before full payment is considered unauthorized.*
- *The client is responsible for ensuring that any provided materials (such as images or text) do not infringe on third-party rights.*

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Alterations & Usage

Design work is delivered for a specific agreed purpose.

1. Changes outside the agreed scope or after approval may incur additional costs
 2. Designs are licensed for agreed use only
 3. Modification, redistribution, or resale requires prior written permission
- *Bas Duijst is not responsible for how designs are used after delivery.*

Project Duration & Completion

Project timelines are agreed in advance but remain estimates.

1. A project starts after receipt of the initial payment
 2. Delivery timing depends on feedback, communication, and project scope
 3. A project is considered complete once approval is given via email or in writing
- *Approval confirms that the client has reviewed and accepted all content, including text, layout, and technical specifications.*
- *Additional services (such as printing or implementation) are treated as separate agreements.*

Non-Payment

Timely payment ensures a smooth workflow.

1. Invoices are due within 30 days unless otherwise agreed. In case of overdue payment, work and delivery may be paused
2. Any reasonable costs related to collection or legal action may be charged to the client

Client Material & Responsibility

Clients provide the necessary content for their project.

1. Materials should be supplied in the requested format
 2. The client is responsible for the accuracy and legality of supplied content
 3. By providing materials, the client grants permission to use them for the project
- *Bas Duijst is not liable for issues arising from client-provided content.*

Cancellation

Projects may be cancelled under certain conditions.

1. Cancellation must be communicated in writing
2. Work completed up to that point will be invoiced
3. The initial deposit remains non-refundable



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Liability

All services are provided with care and professionalism.

1. No guarantees are given regarding specific outcomes or results
2. Liability is limited to the value of the agreed services
3. Bas Duijst may work with third parties such as printers, developers, or hosting providers
 - *Bas Duijst is not responsible for errors in final output once designs have been approved by the client, including spelling, layout, or technical issues.*
 - *Responsibility for final checks lies with the client before production or publication.*
 - *Bas Duijst is not liable for errors, damages, or losses resulting from third-party production or implementation.*
 - *Any costs related to reprints or corrections after approval are the responsibility of the client.*

Portfolio & Credits

Completed work may be used for presentation purposes.

1. Projects may be included in portfolios, case studies, or promotional materials
2. Where appropriate, a credit or reference may be included
 - *Work is always presented respectfully and in a professional context.*

Updates

This Terms and Conditions document may be updated when necessary.

- *The most recent version is always available on www.basduijst.nl*

Last update: 05/2026

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