



# Stubblefield

DESIGN & CREATIVE

- ✓ **EXCLUSIVE SERVICE FOR EXISTING CLIENTS**
- ✓ **HIGH-QUALITY WORK**
- ✓ **PRIORITY SERVICE**
- ✓ **COHESIVE BRAND PRESENCE**

## ELEVATE YOUR BRAND WITH OUR CREATIVE RETAINERS!

Our creative retainers give you personalized, ongoing design support, perfect for keeping your brand fresh and visually engaging. Available exclusively to our existing clients, these retainers ensure your company stays ahead with innovative designs.

By reserving a set amount of design time each month, you'll enjoy consistent, high-quality work with priority service. If you're looking to maintain a strong and cohesive brand presence, our creative retainers offer the flexibility and sustained creativity you need.

Reach out to us today to begin your journey toward continuous creative excellence!

**GET STARTED**

### INCLUDED DESIGN SERVICES\*

#### Print Design

- Flyers
- Brochures
- Letterhead
- Envelope
- Business cards
- Labels
- Posters
- Note cards
- Postcards
- Invitations

#### Digital Design

- Presentations
- Website graphics
- Social media graphics
- Social media profile image
- Social media profile cover image
- Social media profile highlight covers

#### Event Collateral

- Banners
- Signage
- Name badges
- T-shirt design

#### Publication Design

- Magazines
- Reports
- Manuals

\*Design only. These services do not include the cost of professional printing and production management services.

### EXCLUDED DESIGN SERVICES

- Company branding and logo design development
- Event branding and logo design development
- Professional printing and production management services
- Copywriting and proofreading

## CREATIVE RETAINER PACKAGES

We offer a variety of packages tailored to fit your needs and budget. You create your package by choosing the number of monthly design hours. We offer packages ranging from 10 to 30 hours per month.

**Months:** 3, 6, or 12 months

**Hours:** 10, 20, or 30 hours per month

### 3-month Packages

Each 3-month creative retainer package includes the following:

- Three (3) 1-hour meetings at the beginning of each month to discuss current and upcoming projects
- Three (3) 30-minute mid-month check-ins to discuss current and upcoming projects

	ESSENTIAL 3	PLUS 3	PREMIUM 3
<b>Monthly Duration</b>	3	3	3
<b>Hours Per Month</b>	10	20	30
<b>Investment</b>	\$3,000 (\$1,000 per month)	\$6,000 (\$2,000 per month)	\$9,000 (\$3,000 per month)

### 6-month Packages

Each 6-month creative retainer package includes the following:

- Six (6) 1-hour meetings at the beginning of each month to discuss current and upcoming projects
- Six (6) 30-minute mid-month check-ins to discuss current and upcoming projects

	ESSENTIAL 6	PLUS 6	PREMIUM 6
<b>Monthly Duration</b>	6	6	6
<b>Hours Per Month</b>	10	20	30
<b>Investment</b>	\$6,000 (\$1,000 per month)	\$12,000 (\$2,000 per month)	\$18,000 (\$3,000 per month)

### 12-month Packages

Each 12-month creative retainer package includes the following:

- Twelve (12) 1-hour meetings at the beginning of each month to discuss current and upcoming projects
- Twelve (12) 30-minute mid-month check-ins to discuss current and upcoming projects

	ESSENTIAL 12	PLUS 12	PREMIUM 12
<b>Monthly Duration</b>	12	12	12
<b>Hours Per Month</b>	10	20	30
<b>Investment</b>	\$12,000 \$1,000 per month)	\$24,000 (\$2,000 per month)	\$36,000 (\$3,000 per month)

## RETAINER HOURS

We will keep you updated on the status of your retainer hours. Unused hours at the end of the month are forfeited. However, if you need additional hours, we can bill you for the extra time at the same hourly rate as the retainer.

## MEETINGS & CHECK-INS

Once your contract is approved, we will coordinate with you to establish a schedule for your monthly meetings and mid-month check-ins. Should you need to reschedule a pre-arranged meeting, please notify us at least 3 business days in advance.




## DESIGN REQUESTS

For planning purposes, all design requests must be submitted during the 1-hour meeting at the beginning of each month.

## BILLING & PAYMENTS

Payments for creative retainers are structured on a monthly basis. On the 1st of each month, you will be charged for the agreed-upon monthly retainer amount. This charge covers the set number of design hours allocated for that month. Recurring payments ensures clear financial planning and uninterrupted access to our design services throughout the duration of your retainer agreement. All retainer hours are final and non-refundable. We encourage you to ask any questions you may have before purchasing.

## CONTACT ME

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## FAQS

### What is a creative retainer?

A creative retainer is a flexible agreement lasting 3, 6, or 12 months, allowing your business to secure 10 – 30 hours of graphic design services per month. It provides access to professional design expertise without the overhead of hiring a permanent employee.

### What are the advantages of a creative retainer?

Entering a creative retainer agreement allows you to save on graphic design services and ensures dedicated time exclusively for your projects. It simplifies workflow for multiple small projects, consolidating work under a single agreement and providing a consistent monthly services budget.

### Can unused hours be carried over to the next month?

No. Any unused hours at the end of the month will be forfeited.

### Can I purchase additional hours for the month?

Yes. If you need additional hours, we can bill you for the extra time at the same hourly rate as the retainer.



### How does payment and billing work for creative retainer packages?

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