

Terms & Conditions

1. These terms and conditions apply to any work done for the Client by the Freelancer.
2. The Client is under no obligation to offer the Freelancer work; neither is the Freelancer under any obligation to accept work offered by the Client.
3. The Freelancer will provide services as mutually agreed, confirmed in writing by the Client.
4. The Freelancer confirms that she is self-employed, is responsible for her own income tax and National Insurance contributions.
5. The Client will pay the Freelancer a fee per hour OR an agreed flat fee for the job.
6. If, however, it becomes apparent that significantly more work is required than had been anticipated in the preliminary discussion, the Freelancer may renegotiate the fee and/or the deadline.
7. Similarly, if, during the term of the Freelancer's work, additional tasks are requested by the Client, the Freelancer may renegotiate the fee and/or the deadline.
8. Upon agreeing on an estimated time, a **booking fee** will be charged within three days, to be used as part-payment. The remainder shall be paid upon completion of the project. If the work involves several visits, a booking fee will be charged **per visit**.
9. If the Client cancels with less than 48 hours' notice, the booking fee will not be refunded. Sessions cancelled with more than 48 hours' notice will be re-booked within two weeks. Sessions cannot be re-booked more than once. Sessions cancelled twice will be considered forfeited and the booking charge will apply.
10. If the project is lengthy, the Freelancer may invoice periodically for completed stages.
11. The nature and content of the work will be kept confidential and not made known to anyone other than the Client and its contractors without prior written permission. All Client information shall be kept confidential except in very exceptional and specific circumstances where the Freelancer may be obliged by law to disclose such information.
12. The information that the Client and the Freelancer may keep on record is covered by the terms of the General Data Protection Regulation. No more such information will be held than is necessary, at any time, to comply with those terms and with any compliance statement or privacy policy published by the Client and/or the Freelancer. Both the Client and the Freelancer agree that, where consent is required to hold or process such data, such consent has been requested and obtained and both facts can be demonstrated.
13. If the Freelancer's work is unsatisfactory, the Freelancer will rectify it in her own time and at her own expense.
14. Unless agreed otherwise at the outset, payment will be made within 30 days of receipt of the Freelancer's invoice, according to the Late Payment of Commercial Debts (Interest) Act 1998 (amended 2002 and 2013).

15. Either the Client or the Freelancer has the right to terminate a contract for services if there is a serious breach of its terms.
16. The Freelancer may use the Client's name in her promotional material, if the Client agrees.
17. This agreement is subject to the laws of England and Wales, and both Freelancer and Client agree to submit to the jurisdiction of the English and Welsh courts.
18. All decisions remain with the Client. The Client will decide whether to let go of, donate, sell or keep items.
19. The Freelancer does not provide a cleaning service, nor is work to be offered if Health and Safety standards are not met when entering a room.
20. The Freelancer will take care while handling items around the Client's home or workspace, but will not be held liable for any breakages or damage to items or property. The Client should ensure they hold appropriate and current insurance policies that compensate for any loss or damage.

Signed by the Freelancer:

Eugenia Sestini

Name: Eugenia Sestini

Date: _____

Signed on behalf of the Client:

Name: _____

Date: _____