

ALIGHT BRAND STUDIO E.I.R.L. GENERAL TERMS & CONDITIONS

1. DEFINITIONS

"The Agency" refers to Alight Brand Studio E.I.R.L., legally operating under RUC 10445964498.

"The Client" refers to any individual, entity, or organization that engages the Agency's services.

"The Project" refers to the scope of work outlined and agreed upon in the corresponding proposal or contract.

"Deliverables" are the final products or services to be provided by the Agency as defined in each project scope.

2. FEES & PAYMENT TERMS

2.1 All estimates are valid for fifteen (15) calendar days from the date of submission.

2.2 A payment schedule of 50% upfront and 50% upon final delivery applies unless otherwise stated in the proposal.

2.3 In the event of project cancellation by the Client, a cancellation fee between 20% and 50% of the total fee will apply depending on the stage of the project.

2.4 The Agency may charge an urgency fee of 15% to 30% of the project value for express or rush work.

2.5 Overdue invoices are subject to a 5% monthly late fee. Projects with overdue payments exceeding 15 days may be suspended without notice.

3. COMMENCEMENT, DURATION & TERMINATION

3.1 The Project begins upon signed approval of the proposal and receipt of the initial payment.

3.2 Either party may terminate the agreement with written notice. Work completed up to the date of termination will be invoiced accordingly.

3.3 If the Client delays the project for more than 30 calendar days without prior agreement, the Agency reserves the right to terminate the agreement.

4. CREATIVE SERVICES

4.1 Each project includes two (2) to three (3) revisions depending on the complexity. Additional changes will be subject to additional fees.

4.2 Final deliverables will be shared via secure download links and/or email. Editable files are only included if stated in the agreement.

4.3 The Agency retains the right to subcontract any part of the services.

5. CLIENT'S OBLIGATIONS

5.1 The Client shall provide timely feedback, content, and approvals necessary to progress the work.

5.2 Delays caused by the Client may impact delivery schedules and budgets.

5.3 The Client warrants that all materials provided do not infringe any third-party rights.

6. INTELLECTUAL PROPERTY RIGHTS

6.1 Ownership of the final deliverables passes to the Client once full payment has been received.

6.2 The Agency retains the right to use project materials for self-promotion unless a confidentiality clause is agreed upon in writing.

6.3 Editable files and original artwork remain the property of the Agency unless explicitly transferred.

7. CONFIDENTIALITY

7.1 Both parties agree to keep confidential all proprietary information shared during the project.

7.2 Confidentiality obligations remain in force indefinitely, even after project completion.

8. WARRANTIES & LIABILITY

8.1 The Agency will carry out work with reasonable skill and care in accordance with professional standards.

8.2 The Agency is not liable for any indirect or consequential loss or for errors arising from incorrect or incomplete information provided by the client.

8.3 The Client is responsible for final approvals before publication, printing, or distribution.

9. FORCE MAJEURE

9.1 The Agency shall not be held liable for delays or failure to perform due to events beyond its reasonable control, including but not limited to strikes, power failures, or natural disasters.

10. MISCELLANEOUS

10.1 These Terms & Conditions are governed by the laws of the Republic of Peru.

10.2 Any disputes will be resolved in the competent courts of Lima Metropolitana.

10.3 These Terms may be updated from time to time. The latest version will always be available upon request.

Alight Brand Studio E.I.R.L.

RUC: 10445964498

Lima, Peru

www.alightbrandstudio.com

hi@alightbrandstudio.com