

# CAITLIN COLE *design*

From Caitlin Cole Design

To Crawford's Social

Invoice

**188-005**

Caitlin Cole Design  
4550 NW Bramble Trail  
Lee's Summit, MO 64064

John Damas  
974 S. Westlake Blvd,  
Westlake Village, 91361

**Date Issued:** Oct 25, 2023  
**Payment Due:** Nov 9, 2023

**Amount Due:** **\$3,300.00** USD

Description	Qty	Unit Price	Amount
<b>Investor Update Scrolling Website Presentation &amp; Email Design</b> Development and design of multi-page PDF scrolling Canva website template and email image button link. Upload, layout, and label construction, culinary, and leadership images to corresponding pages. Design and alignment of graphics, custom typography, and imagery. Design refinement and incorporation of client alterations to the chosen direction. Test Canva site and hyperlinked email button functionality.	14	\$60	\$840.00
<b>2 Retractable Job Fair Banners 33in x 81in &amp; Poster 24in x 36in</b> Development and design of mockups and large-scale print files. Size and edit imagery to print product specifications. Convert and adjust color profiles to CMYK. Alignment of graphics, custom typography, and imagery. Design refinement and incorporation of client alterations to the chosen direction. Package and deliver files. Coordinate printing and shipping.	9	\$60	\$540.00
<b>Fence Design 24ft x 4.5ft</b> Development and design of mockups and large-scale print files. Size and edit imagery to print product specifications. Convert and adjust color profiles to CMYK. Alignment of graphics, custom typography, and imagery. Design refinement and incorporation of client alterations to the chosen direction. Package and deliver files. Coordinate printing and shipping.	12	\$60	\$720.00
<b>Dinner &amp; Beverage Menu Design 11in x 17in (2 Pages)</b> Update content and layout with new menu selections, descriptions, and prices. Alignment of graphics and custom typography. Development and design of Zero-Proof Cocktail Section. Refinement of preliminary designs and incorporation of client alterations to the chosen direction. Package and deliver files.	10	\$60	\$600.00

<b>Website Design Updates</b>	2	\$60	\$120.00
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Create and align the Join Our Team button on Crawford's Social landing page. Reorder and update menu button links on the home and menu pages. Update opening hours and phone number in the footer. Add info@crowfordsocial.com email as a site collaborator to receive email notifications. Test site performance to ensure responsive functionality and aesthetics align across mobile and desktop views.

<b>Bandana Design 22in x 22in</b>	7	\$60	\$420.00
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Development and design of bandana mockups and print files. Creation of custom CS logomark pattern in various colors and configurations. Alignment of Crawford's Social logotype and CS pattern, bandana border, and custom typography. Design refinement and incorporation of client alterations to the chosen direction. Package and deliver files.

<b>Team Member Business Cards</b>	1	\$60	\$60.00
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Format new team members' names and contact information in Indesign template. Package and deliver PDF and Indesign files.

<b>Subtotal</b>	<b>\$3,300.00</b> USD
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<b>Total</b>	<b>\$3,300.00</b> USD
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Full payment is due within 15 days of this invoice. A 10% monthly service charge applies to overdue balances. All payments are to be paid by cash, check, credit card, money order, or automatic deposit. The grant on any copyright license is conditioned upon receipt of full payment. The Designer retains ownership of all original artwork, whether preliminary or final, unless express release is given in writing.

Thank you, we appreciate your business and look forward to working with you again in the future.

Benjamin Koppel, Account Manager  
www.CaitlinColeDesign.com  
816-223-5130