

# ADJ INTERIORS 10 RULES OF ENGAGEMENT

At ADJ, our clients are our partners in creating spaces that wow. With thousands of jobs under our belt (and just as many clients we are lucky enough to call friends), we know the ingredients for the best relationships and the most breathtaking results. Below are the ten items that are necessary for a successful and fun engagement with ADJ.

cherry on top.

1

## Create a budget.

Without clear financial parameters, we can't plan your project effectively. With a budget in mind (and in writing), we'll be off to the races and on the right track from the get-go.

2

## Decide on details as a family.

While we love sifting through opinions and preferences in our discovery phase, switching directions in the middle of a project is a little more difficult to manage. Getting your entire family on the same page when your project begins means that our team can easily translate your collective vision into reality.

3

## Commit to the scope of work.

Our team purposefully defines our projects with a detailed eye. Using the scope of work as a navigation tool, we are able to accurately slate timeframes and deadlines from the beginning. While we love it when clients add to existing projects, it is important to understand that adding to the scope of work means adding to the budget.

4

## Make confident choices.

We understand that making detailed decisions can be stressful, but we are here to make it easier. Our role isn't only to create the space of your dreams, it's to be your sounding board throughout the process. Be confident in your vision as we move through the process; changes in decisions and aesthetic direction can cause unnecessary delays and charges. You can stay confident with our team in your corner.

5

## Be a great teammate.

Our clients become a part of our team the minute a contract is signed. This means a mutual respect is agreed upon from the start—from honest, respectful communication to reliably attending regularly scheduled meetings and sticking to timelines. Working closely together with the same goals and gravitas for your project is paramount.

6

## Trust the process.

The interior design process can sometimes be an unconventional one. Whether we're securing art commissions or finalizing finishes, know that we forever have your best interests in mind while setting the stage, putting the cherry on top, and at every step in between.

7

## Stay invested.

The colors, the textures, the styles, the overwhelming potential! It can be so very difficult to stay focused when conceptualizing your dream space. Don't get pulled down by distraction. Be present for meetings and conversations, and invest in your project with focus and determination. As long as we all stay intentional about your perfect end result, we can't go wrong.

8

## Email your team.

With so many details and decisions, it is imperative to have one form of communication. We've found that email is the best channel for client communication. It helps with the project's overall organization, which keeps your project on budget.

9

## Avoid going rogue—on purchases and timelines.

When clients make purchases outside of ADJ or return signed vendor contracts or paid invoices late, the entire project is affected. Late contracts and bills mean an elongated timeline which can result in additional charges. Purchases made for the space outside of our collaboration may not work—either visually or logistically—and can result in a less-than-perfect space.

10

## Have an amazing time.

This one is a true must (and rarely ever an issue)! We've found that our love for our jobs and our clients' passion for their homes always results in something magical and amazingly fun.

**We are so excited to be working with you on your new space. Following these guidelines will help make the process go smoothly and ensure we have fun along the way!**