

Technical Services

## BILLABLE SERVICES

### OVERVIEW

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Lumicor employs highly skilled drafters and designers who are available to assist with your project needs.

### DRAFTING SERVICES

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Upon receipt of PO, payment to initiate an order, and required CAD files, Lumicor provides drafting services free of charge. These services build shop drawings to illustrate parts and assembly as required by our fabrication team.

### REQUIRED FILES

To begin shop drawings for fabrication, we require detailed part drawings in .dwg or .dxf format.

If architectural drawings are being sent, do not submit multi-layer files. Drawings with multiple layers will be returned and drafting services cannot begin until the appropriate files are received.

*What if I do not have the appropriate type of files?*

If the parts only require files for hole placement and the dimensions are right angles, Lumicor can provide, at no charge, minimal shop drawings without a .dwg or .dxf file.

If the shop drawings required are more complex, you can supply Lumicor with a templates of shapes/radius parts and we can "digitize" the templates for each part. Rigid templates are preferred over paper templates.

FEES: Starts at \$300 per part

*What if I would like to start the shop drawing phase prior to placing an order?*

Without an order in place, Lumicor charges a fee to create the necessary shop drawings. Once the order is placed, the full drafting fee will be applied toward the order. If the order is not placed, the fee stands and the client owns the drawings.

FEES: \$125 per hour / 4 hour minimum

*What if I need to make changes to my shop drawings?*

If changes to the detail/scope of the project are made after initial shop drawings are submitted, a fee will be assessed to revise or re-draw the shop drawings. The fee will be assessed per order and lead time may be affected.

If revisions or re-drawings are being done on drawings without an order placed, the fee for changes will not be refunded when the order is placed. The fees for the initial drawings will be refunded.

FEES: Starts at \$65 for small revisions (i.e. relocating hole placement), \$125 per hour for complete re-drawing services

### LEAD TIMES

Standard: Typical lead time for shop drawings for approval from Lumicor is 2 business days from receipt of CAD files.

Complex: Special projects (such as compound radius, complex shaped or seamed parts) may require additional drafting time due to the complexity and/or 3D-modeling required. Expect drawings in 5-10 business days from receipt of CAD files.

A Lumicor Sales Support Specialist will contact you if additional time is required.

## INTERIOR DESIGN SERVICES

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### INITIAL COLOR MATCHING

Lumicor offers initial color matching services free of charge.

### REVISED COLOR MATCHING

Revisions to the scope or product for a project resulting in additional color-matching services will be billed at the standard design services fee.

FEE: \$125 per hour / 1 hour minimum

### EXCLUSIVE LINES DEVELOPMENT

Our designers will research, source, test and, upon approval, curate custom décors towards the creation of an exclusive product line.

FEE: \$125 per hour / 5 hour minimum

### CUSTOM MATERIAL PROCUREMENT

Our designers will source and obtain fabrics and materials to create custom décors. Billed at the standard hourly rate plus the cost of customer-approved materials.

FEE: \$125 per hour / 1 hour minimum

## GRAPHIC DESIGN SERVICES

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### DIGITAL PRINT CUSTOM LAB SAMPLES

The first digital print lab sample is complimentary.

Subsequent lab samples will be charged a fee of \$75ea.

To review the digital print submission guidelines, please visit our [website](#).

Files that do not meet submission guidelines will be returned and the sampling process can begin once appropriate files are received.

If Lumicor needs to adjust the digital print artwork for the client, the standard design fee of \$125 per hour with a 1 hour minimum will apply.

The following graphic design services are available at a FEE of \$125 per hour / 1 hour minimum

### COLOR ADJUSTMENT OF DIGITAL FILES

### IMAGE ENHANCEMENT OF DIGITAL FILES

### RESIZING OF DIGITAL FILES

### STOCK PHOTOGRAPHY PROCUREMENT

Our designers will source and obtain stock photography to be used in digital print projects. Billed at the standard hourly rate plus the cost of customer-approved photography.

### COORDINATION OF PRINT PROOFS

Designers will facilitate the printing & shipping of customer-requested print proofs. Billed at the standard hourly rate plus the cost of printing & shipping.

*Please note that Lumicor's design services are only available for the preparation of existing art files. Artwork creation is not currently one of Lumicor's offered graphic design services.*