

Terms and Conditions

Our fee proposal is valid for 90 days.

The proposal relates only to the project as described in the brief and scope. Before implementing any changes to the services or design we will agree with you the basis for any consequential change to our fee. Any instructed works that falls outside of the above scope will be charged at our hourly rates (£120 for a director or associate, £95 for Architects, and £75 for other technical staff).

Our fee proposal does not guarantee a successful Planning Application and any re-design and subsequent submission or appeal may incur extra costs.

If for any reason, our service is terminated before completion of the above service, we would charge a fee on a pro-rata basis, dependent upon the amount of work undertaken.

Copyright of designs remain with Northlight Architects and its subsidiaries. At all stages, CAD drawings will only be released for the benefit of the design team and cannot be used by third parties. CAD drawings for third party use will only be issued when our fees are paid in full and may be subject to a further release fee.

Our computer-generated images are to be used for the purpose intended only. Any alternative uses should be agreed with us beforehand and may be subject to a further fee.

In most cases our terms of payment are 14 days from invoice date and we reserve the right to charge interest on overdue invoices. Where any payments are overdue by more than 4 weeks we will, after giving reasonable warning, suspend or terminate performance of any or all Services and other obligations.

Fees are to be paid before we release final documents for issue to the Design Team, Local Authority or Approved Inspector.

We confirm that we maintain professional indemnity insurance cover, with a reasonable limit of indemnity to be available for your project. The limit of cover will be six years unless otherwise agreed to run from practical completion or the completion of services, whichever is earlier.

Our liability for loss or damage will be limited to the amount that it is reasonable for us to pay in relation to the contractual responsibilities of other consultants, contractors and specialists appointed by you.

We propose that in the event of a dispute or difference arising under this Agreement, we hope we shall be able to settle the matter by negotiation or by using the RIBA Mediation Service. Alternatively, either party can invoke the statutory right to appoint an adjudicator. If we need help appointing an adjudicator, then the nominator shall be the Royal Institute of British Architects.

We also propose that in the event of a dispute or difference arising under this Appointment, without prejudice to any right of adjudication; it shall be referred to arbitration. Should we need help in the appointment of an arbitrator, then the appointer shall be the President of the Royal Institute of British Architects.

Upon completion of the works we reserve the right to take photographs of the scheme to place on our website and use as promotional material.

Our work at this stage and any further work would be in accordance with the RIBA Professional Services Contract 2020