

Christoph H. Hintze *Drafting Service*  
105 Banks Street  
Morehead City, North Carolina 28557  
phone: 252-732-6083      email: [CHHintze@lavabit.com](mailto:CHHintze@lavabit.com)

## FEE SCHEDULE

Contract drafting: \$75.00 per hour

Basic fee: \$1.50 per square foot under roof

The basic fee is for a "Builder's Set"; a minimum set for permitting purposes consisting of a cover sheet, floor plans, exterior elevations, one building section, one wall section and a foundation plan.

Supplementary fees, depending on your requirements, can consist of any combination of the following:

**Site Plan:**

    If digital copy of survey is provided to this office: \$500.00.  
    If only a hard copy is provided to this office: \$45.00 per hour with a \$500.00 minimum.

Additional building sections: \$50.00 each.

Additional wall sections: \$50.00 each.

Interior elevations: \$50.00 per set of four.

Windows schedule: \$50.00 each

Door schedule: \$50.00 each

Room finish schedule: \$50.00 each

**Structural Drawings:**

    Floor framing plans: \$0.25 per square foot.  
    Roof framing plans: \$0.25 per square foot.

Plumbing plans, diagrammatic only with schedules: \$0.25 per square foot.

HVAC plans, diagrammatic only: \$0.25 per square foot.

Electrical plans, diagrammatic only: \$0.25 per square foot.

Travel (if required) \$0.55 per mile

I am willing to work from any examples you wish but I will not copy another designers copyrighted work without written permission of the designer of record.

The process that I use to prepare your documents and billing is as follows:

Once we have arrived at and agreed upon the extent of services that you require of me and the and fees that you agree to pay me; I will prepare you documents in four stages. These stages will consist of three reviews and then delivery of five copies of your finished documents. I will invoice you for 25% of my fee at each one of these stages with continuation to the next stage of the work dependent on payment of invoiced amount. When I receive payment of the final invoice I will provide you with a letter giving you permission to make copies of the documents I have prepared for you as required for construction of this project and a compact disc with PDF's of your documents as well.

List of agreed upon services:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_
9. \_\_\_\_\_
10. \_\_\_\_\_
11. \_\_\_\_\_
12. \_\_\_\_\_
13. \_\_\_\_\_
14. \_\_\_\_\_
15. \_\_\_\_\_

Amount of agreed upon fees: \_\_\_\_\_

Client Name (printed): \_\_\_\_\_

Client Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Christoph H. Hintze: \_\_\_\_\_ Date: \_\_\_\_\_