

# Welcome Guide

Custom furniture design for professionals

WEB:

[info@daniela-cevallos.com](mailto:info@daniela-cevallos.com)

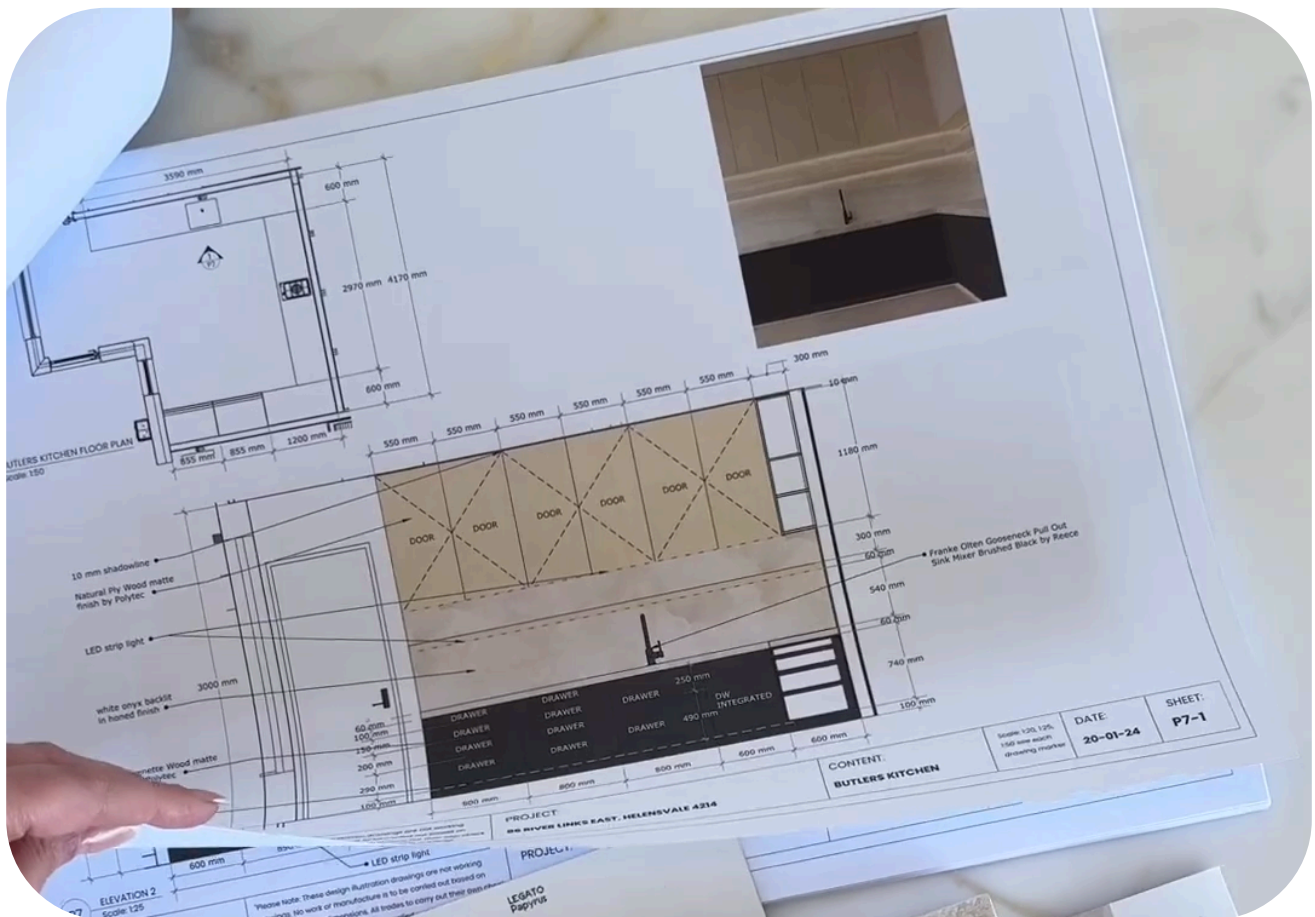
[daniela-cevallos.com](http://daniela-cevallos.com)

# Before you start

Hello,

Thank you for trusting me to support your professional work. This service is designed for architects, designers, and carpenters who need clear technical solutions to manufacture unique pieces, without wasting time repeatedly explaining what they already have clear in their minds.

My job is to translate your ideas into plans, views, and files ready to take to the workshop. All with technical criteria, visual order, and clear documentation. This guide shows you how we'll work together, what you'll receive, what I need from you, and how we organize each delivery.





# Hello! Have we met?

I am an architect and interior designer from Venezuela, currently living in Buenos Aires. For the past seven years, I have specialized in creating functional and personalized designs that improve my clients' quality of life. From transforming interiors to designing custom furniture, I bring a thoughtful approach tailored to each project's needs.

I love talking with my clients to discover their needs, dreams, and the unique stories their spaces should tell. Together, we create designs that are not only beautiful but also deeply meaningful.



## My values

### 1 Communication

I clearly express ideas and visions, and I have the ability to thoroughly understand design needs, answer key questions, and align expectations with ease.

### 2 Creativity

In order to design new, unique and exciting projects.

### 3 Attention to detail

I can find and correct small details in my designs, so I can deliver a satisfactory project.

### 4 Good customer relations

Trust is the basis of any client/customer relationship. architect. Your trust will allow me to do the best job according to your needs.

# Project Summary

## Service:

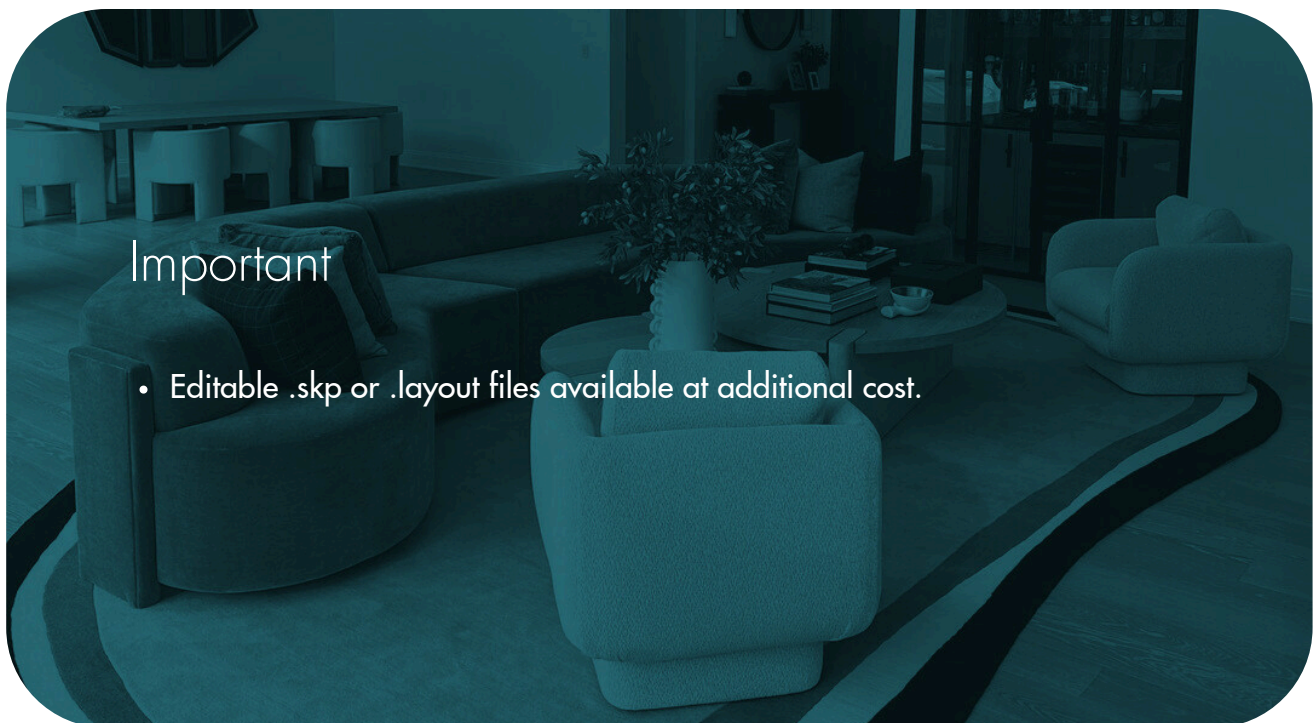
Custom Furniture Design – Professional

## Ideal client:

Architects, interior designers, and carpenters who need technical support to produce unique pieces.

## This is what's included:

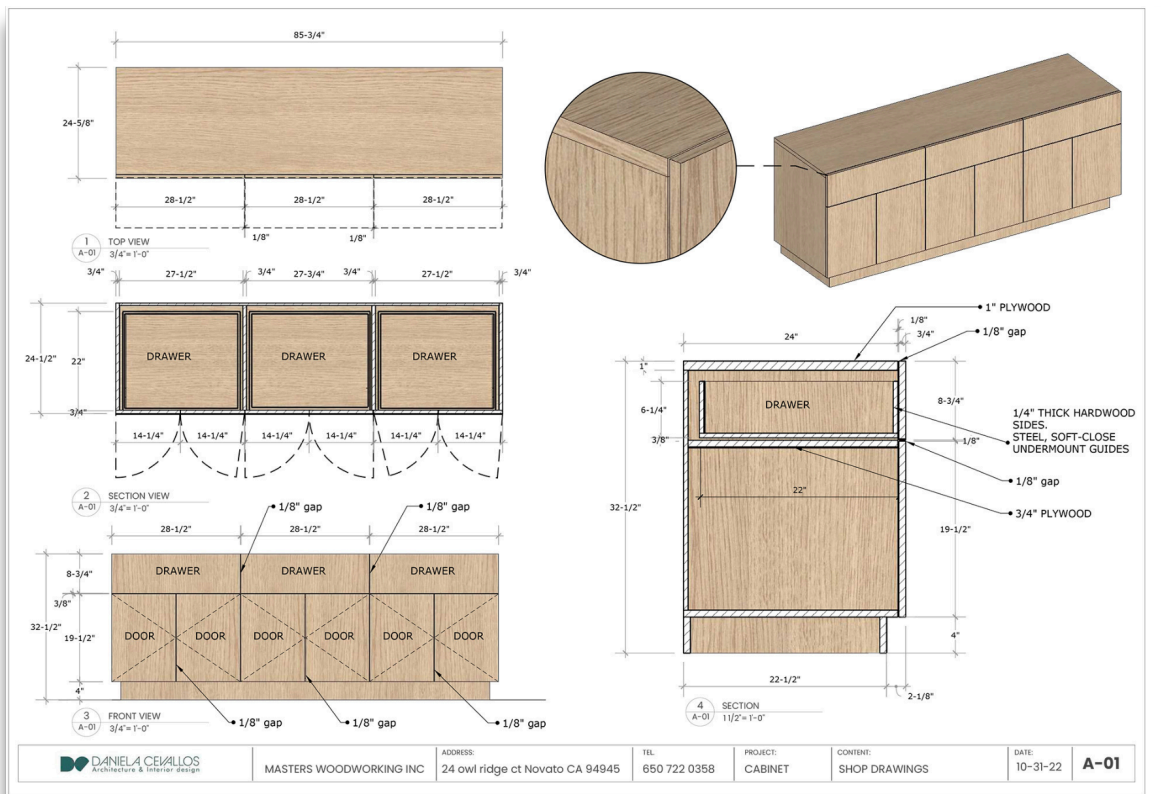
- Detailed 2D drawing (plans, elevations, sections, measurements and annotations)
- Three-dimensional views
- Ready-to-manufacture files (.pdf or .dwg)
- Realistic renderings for client presentations



## Important

- Editable .skp or .layout files available at additional cost.





## Service Objectives

- Streamline the technical phase of your projects.
- Improve the presentation and understanding of the design to clients and manufacturers.
- Deliver clean, clear documents with no margin of error for manufacturing.

[See the full process →](#)

# Project Phases

## 1 Start and gather information

To get started, I need you to send me:

- Exact measurements of the space
- Sketches, drafts, or design reference
- Expected materials and finishes
- Functional needs and technical restrictions
- Photo of where the piece will go (if applicable)
- 50% down payment

## 2 Visual proposal

I present you a 3D view with shape and proportions for quick validation.

**Includes 1 round of review for general adjustments**

## 3 Technical development

I create 2D construction plans with all the measurements, annotations, and details necessary for manufacturing.

**Includes 1 round of technical review**

## 4 Rendering (optional)

Upon request, I can generate one or more realistic renders to present to the end client or publish.

**Includes 1 minor adjustment review**

## 5 Final delivery

50% of the remaining payment upon final delivery.

# Deliverables

PDF final con:

- PDF Plans
- 3D Views
- Renders (and applies)
- Files ready for workshop

Editable files can be requested separately for an additional cost.



# What do I need to get started?

Help yourself with this list by checking off the items you've already done and carefully reviewing the items you still need to do.

- |   |  |                          |
|---|--|--------------------------|
| 1 | Sketch with measurements and design idea | <input type="checkbox"/> |
| 2 | Exact measurements of the space          | <input type="checkbox"/> |
| 3 | Desired style and materials              | <input type="checkbox"/> |
| 4 | Visual references                        | <input type="checkbox"/> |
| 5 | Intended use of the furniture            | <input type="checkbox"/> |
| 8 | 50% down payment to reserve the project. | <input type="checkbox"/> |

Please send me all this information by email to: [studio@daniela-cevallos.com](mailto:studio@daniela-cevallos.com)

# Tools and Communication

These are the ways in which we can communicate and send information to each other.

## Gmail

For file sharing and progress confirmation.

## Google meet

Follow-up and review video calls.

Meetings: [Google Meet](#)

## Google drive

Shared folder to organize the project. I'll send you an invitation to your email.

Contact information:



[studio@daniela-cevallos.com](mailto:studio@daniela-cevallos.com)

Working hours:



Monday to Friday 10am to 6pm  
(GMT-3) Buenos Aires, Argentina

Preferred contact method:

Via email

Response time:



4 to 6 hours, except weekends.

# Frequently Asked Questions

## What happens if I need the project urgently?

Rush projects may be available depending on my schedule. A priority fee applies.

## Can I request different versions of the same design?

Two (2) revisions are included. Additional design variations or alternative concepts may be quoted separately.

## Can I request changes?

Yes. Two (2) revisions are included. Additional revisions have a 5% surcharge on the total.

## Can I order editable files?

Yes, but they're not included by default. You can request them for an additional cost.

## Can I see examples of your work?

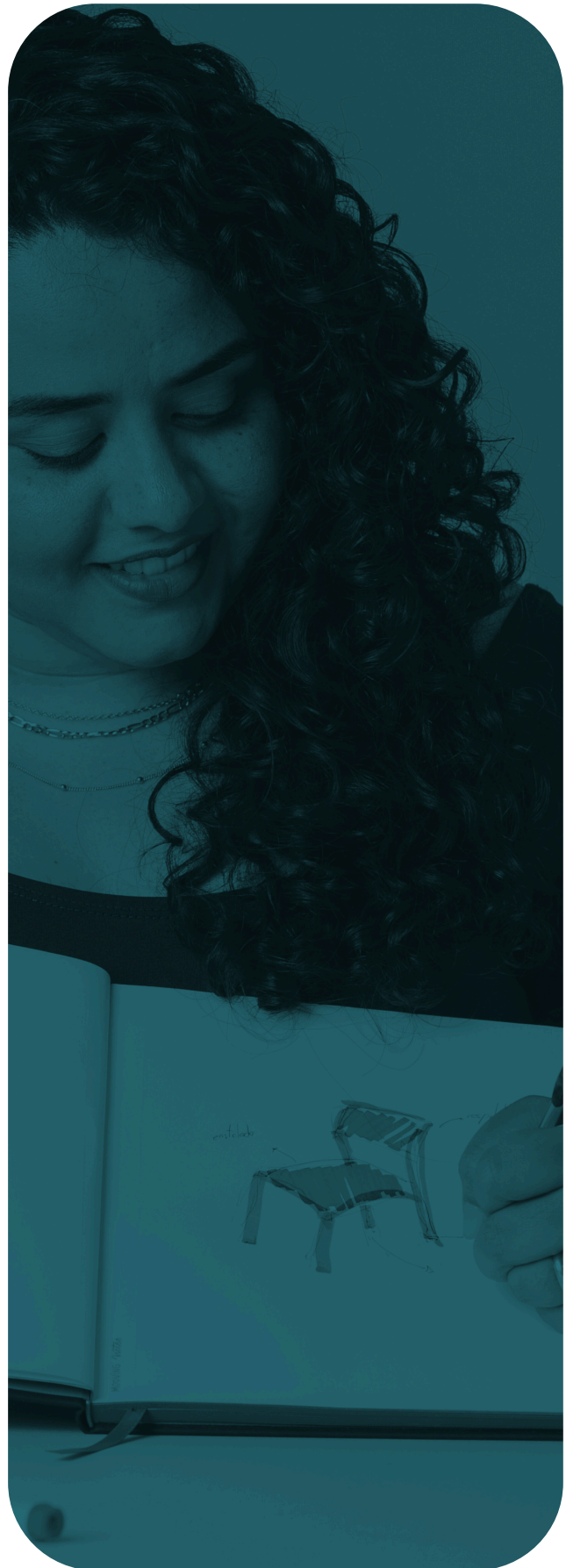
You can visit [my portfolio](#) and take a look at several of my projects.

## Do you sign NDAs or confidentiality agreements?

Yes, I can work under an NDA if required by your studio or manufacturer.

## Can I use the designs in my own portfolio?

Yes, unless the project is confidential or under NDA. Credit is appreciated but not mandatory.





# Terms and Conditions

In this section you will find everything you need to know when hiring me.

## Revision

Additional revisions will be charged at a 5% surcharge on the total budget, per round.

## Acceptance and/or approval

The project is considered accepted and/or approved once delivery is complete.

No subsequent modifications or claims may be made.

The project is considered complete when the deliverables are sent to the email address provided.

## Delivery and provision of service

The entire service is provided 100% digitally.

Files will be delivered via email and Google Drive.

## Intellectual property

Projects may be used for promotional and non-commercial purposes (website, social media, portfolio), provided the confidentiality of the person who contracted the service is maintained.

## Physical execution of the project

The service is limited to design and consulting, and does not include construction management or execution supervision.

## Cancellation

If you decide not to continue after the first two phases, you must communicate by email.

The 50% advance payment, corresponding to work already completed, will not be refunded. (It is paid up to the amount completed.)



## Payments

- 50% initial to start the project.
- Remaining 50% upon final delivery.

## International payment methods

All invoices are issued in USD. For international clients I currently accept:

- PayPal – payment by card or PayPal balance (a 15% processing fee applies).
- Wise – bank transfer using my AirTM USD account details (recommended option, lower fees).
- AirTM – direct USD transfers through the AirTM platform.

I will send you the transfer details via email once you confirm the payment method.

**Any delay in payments may affect delivery times or temporarily suspend the project.**

# Next steps

1

Take the time to read the contract and ask any questions you may have.

2

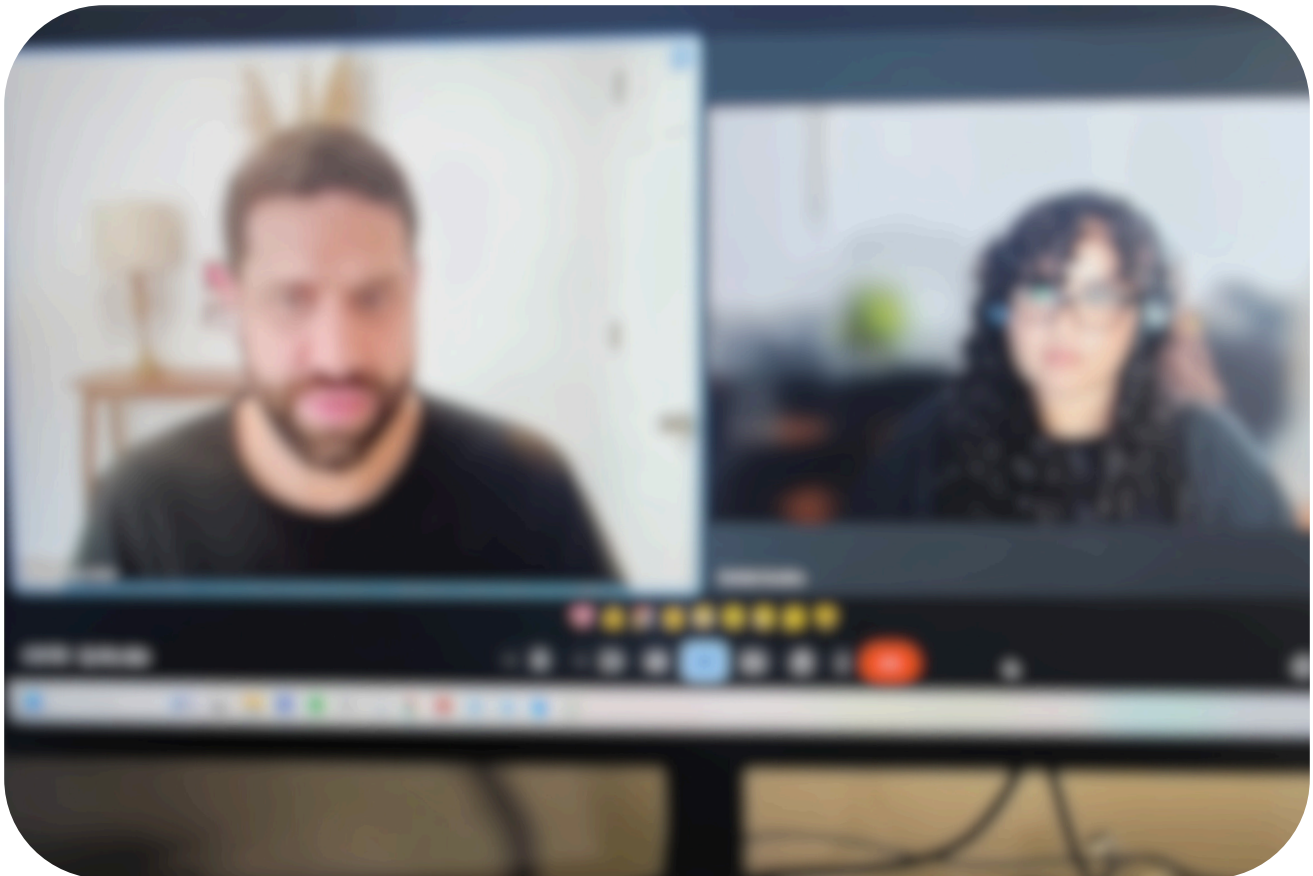
If you're aligned with my approach and excited about this process, you can schedule a free call with me using this link:



[Discovery Call](#)

3

Wait for my confirmation and get ready to start working with me on this exciting project.





# Let's get started!

Thank you for trusting my experience to guide you through this process. I'm here to provide hassle-free technical support, with the same precision and passion you bring to your projects.



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 **DANIELA CEVALLOS**  
Architecture & Interior design