

Working Procedures

A. Information needed from clients:

1. Elevations
2. Floor Plans in CAD drafting with all the dimensional information
3. Working instruction from Architects
4. Project introduction (location, surrounding)

A 50% down payment will be collected upon receiving all the materials. Payment can be check or wire transfer, details will be provided on the invoices.

B. After finishing the model, GCAD will provide a small resolution 3D model rendering via email for approval or comments (there will be no extra charge for modification at this point). Once approved, a written approval from client will be sent to GCAD along with the payment of the remaining balance. GCAD will conduct final touch-up process and send out the final version of rendering to the client via email (CD/DVD for larger file).

c. There will be one-time free-of-charge refinement after final rendering being delivered.