



Ace Drywall & Construction, LLC

P.O Box 1128, Hayden Idaho 83835

We have enclosed the paperwork to begin your construction project. We provided full service drywall and construction services at your request. In order to serve you best we break our services into two phases. In the first phase we develop the plan, time line and required material list. In phase II we launch the plan and complete the project.

The following outlines our understanding concerning the construction services which ACE Drywall & Construction LLC will provide. We will be pleased to consult with you with respect to the pending matter for a phase I retainer fee of 40% of the total cost.

PHASE I: This phase will encompass providing the following:

- (A) Develop and finalize construction plan(s) for your project
- (B) Create a timeline and schedule the construction project
- (C) Form a material list to estimate the cost for materials and labor.

PHASE II: When phase II is finalized we will required a second payment for remain balance plus any additional expenses incurred such change orders, material, fees, etc.

- (A) Launch aforementioned plan of construction.
- (B) Obtain and deliver materials to the construction site.
- (C) Provided labor and knowledge required to construct the project.

The retainer sum set forth is presently due and payable when paperwork is signed and returned. If the above and foregoing correctly set forth a fee engagement agreed upon by us, please sign and forward a copy of this letter. To expedite phase I, you may email a copy of this letter to Project@acecda.com. The physical form and the fee for phase I , may be mailed to the address above.

We are confident the aforementioned construction services will complete your project for the best price and on-schedule.

Sincerely

Damian Chavez, Owner

Received and agreed upon this _____ day of _____, 20_____

Signature _____

Name and title _____

Job location _____

Estimate # _____