

CLIENT GUIDE



SECTION 1:
ABOUT CORI HALPERN
INTERIORS

SECTION 2:
OUR SERVICES AND
DESIGN PROCESS

SECTION 3:
COMPANY POLICIES
AND PRACTICES

SECTION 4:
TESTIMONIALS

SECTION 5:
LET'S KEEP IN
TOUCH





CREDENTIALS

Graduate of Ryerson School of Interior Design (now Toronto Metropolitan University)

Registered Interior Designer

Member of ARIDO

Maintains NCIDQ certification

Member of IDC

Member of the NKBA

ABOUT CORI HALPERN

Cori is passionate about custom interior design, and approaches every project with a remarkable blend of enthusiasm and efficiency that make her a pleasure to work with. She is a graduate of the Ryerson School of Interior Design (now Toronto Metropolitan University) and a Registered Interior Designer with a career that spans more than three decades. She worked in commercial, retail and model suite design before launching her own residential interior design firm in 1996. A Toronto native, Cori's life and work have been shaped by a passion for travel and the arts. She and her husband have two grown children and live in a downtown Toronto loft with their dog.

THE STUDIO

Cori Halpern Interiors specializes in high-end, full service residential interior design. Founded by Cori Halpern in 1996, the firm creates bespoke interiors that exemplify her belief in the importance of functionality, beauty and quality, and enable each client to thrive. No two projects are the same. Each is enriched by a signature mix of colour, pattern, custom furnishings, and luxe fabrics and finishes curated to delight and perfectly suit each client. Cori's extensive experience, talent, carefully cultivated network of skilled collaborators and meticulous process ensure every project, whether a single room or whole home, runs smoothly and finishes beautifully.

OUR SERVICES

Full service residential interior design

Renovations and project coordination

Custom kitchen and bathroom renovations

Interior design and decoration



FEE STRUCTURE

Meet & Greet:

Complimentary

In-Home Consultation:

\$650 + HST

Phase 1:

Flat fee based on
Scope of Work

Phase 2:

Flat fee based on a percentage
of total project budget as
follows:

Under \$100K: 25%

\$100K to \$300K: 20%

\$300K to \$500K: 18%

Over \$500K: 15%



THE DESIGN PROCESS

Cori Halpern Interiors offers full service interior design services for complete spaces, from a single room to an entire home. Cori is involved in every aspect of each project. Every CHI project follows the same design process. This phased approach is the best route to a successful client-designer relationship, and, most importantly, ensures the best results for the client.

Whether you are considering renovating a single room or your entire house, the process always begins with a Meet & Greet with Cori at her studio. During the complimentary 45-minute session you'll get to know Cori, see examples of her work, and learn about the CHI design process. You'll have the chance to share details about your project, design goals and vision.

Following the Meet & Greet, an In-Home Consultation of up to two hours is scheduled. During this meeting with Cori at your home, you'll share your wish list and goals for the project, discuss any challenges, and collaborate with Cori to define the Scope of Work. Preliminary photos of your home are taken at this time and discussion of the budget begins.

PHASE 1: RESEARCH, DESIGN AND PRESENTATION

Fee: Upon signing the contract, a flat fee (determined based on the Scope of Work) is due and covers Phase 1 work done up to and including the design presentation.

Duration: 8-10 weeks or more, depending on the scope of work.

After the commitment to proceed with your project, Phase 1 begins with a Project Initiation Meeting, followed by Research and Design, and culminating in the Design Presentation. During the Project Initiation Meeting, Cori reviews the Scope of Work, fees and payment schedule, and details what's included in the steps to follow. Cori also takes you through the CHI Contract page by page so that you fully understand the terms before signing. After the contract is signed and the first flat fee payment is received, the Research and Design process gets underway. During Phase 1, Cori and her team will undertake the following:

Trade Day: A day at the project location designated for Cori and her staff, the contractor and trades to take measurements and photographs, and establish final criteria for the project.

Design Concept and Documentation: Cori and her staff work on the complete design concept and vision, space planning, execution of drawings, design of all bespoke pieces, sourcing materials and furnishings, researching estimates for custom elements, providing documentation required for construction.

Design Presentation: During this meeting at Cori's studio she brings the design concept for your project to life through drawings, images and samples of materials and finishes. At the meeting, Cori presents a complete budget for the project, and any budget amendments discussed during the meeting are noted.

Note: Clients are responsible for hiring a licensed and WSIB-insured General Contractor, who must hire and manage licensed and WSIB- insured trades.



PHASE 2: PROJECT IMPLEMENTATION

Fees: 45% of design fees is due to initiate Phase 2 along with a \$5,000 retainer fee.***

Duration: Variable depending on scope of work

To initiate Phase 2, clients re-sign the original design contract to signify acceptance of the updated fees, budget and payment terms. During this phase the design plan is physically implemented. Cori Halpern Interiors works closely with all parties involved in this Phase, including the contractor, trades and other suppliers to ensure the plans are executed as designed.

Phase 2 includes: Order placement • Product purchases • Management of logistics • Budget and progress review • Construction and installation • Furniture installation and styling • Deficiencies review and resolution • Project closure meeting

***Subsequent payments to cover 50% of design fees and budget costs are due at landmark intervals. Balance of payments for product purchases are invoiced and payment is due prior to final delivery and installation. When the Scope of Work is complete, the remaining 5% of design fees is due. You will receive a disbursements invoice (includes courier and delivery costs, fabric freight charges, parking etc.)



COMPANY POLICIES AND PRACTICES

At CHI, the priority is to create enduring functional and beautiful homes for clients. Years of experience inform the development and implementation of policies that ensure a superior client experience and breathtaking results.

For projects requiring construction, Cori is happy to assist clients in the hiring of a licensed and WSIB-insured General Contractor, who in turn hires and manages their own licensed and WSIB-insured trades.

CHI oversees all project management and coordination of Phase 2.

Custom items and special order products require 100 percent payment prior to ordering, and are non-returnable and non-refundable.

Fee structure and processes are non-negotiable.

CHI is solely responsible for purchase of all furniture, lighting, finishes, accessories and fixtures unless otherwise agreed upon in writing.

Trade Discounts: Cori Halpern Interiors has access to trade-only discounts from select suppliers. They are managed as follows:

- Discounts of more than 20% are split 50/50 between CHI and the client.
- Discounts of 20% or less are retained by CHI.

Payment: CHI accepts cheques or e-transfers and payment is due upon receipt of invoice.

Cancellation: Services may be terminated and fees refunded if cancellation occurs within 48 hours of Phase 1 payment. After 48 hours, the fees are non-refundable. If the contract is terminated at any other time during Phase 2, the client is responsible for payment for all work up until that point. Should CHI decide to cancel the contract, the client is invoiced for all work done to date and responsible for all non-refundable product that has been ordered.

TESTIMONIALS

“Cori understood my needs and taste and delivered a kitchen that is the showplace of my home.”

– FOREST LANE CLIENT

“Cori Halpern listened to our wants and needs, and was always available with ideas and to answer our questions. She was patient when we had trouble making decisions, and guided us toward making the right choices. No detail was too small, and that was extremely reassuring. We highly recommend Cori.”

– SPRING GATE CLIENT



“Cori was organized, creative, enthusiastic and fun to spend many hours with. She kept track of a multitude of design details and was always proactive at progressing our project. She came up with an amazing design that suited my family and our 100-year-old house.” – EASTBOURNE CLIENT



“In my 30+ years as a licensed building renovator, I’ve worked with many talented decorators and designers. I can say without a doubt, Cori Halpern is at the top of that list. She’s a consummate professional, and always takes time to understand our clients’ needs so that she can bring their vision to life with her creativity. I’ve never seen anyone who pays such great attention to even the smallest details. It’s a pleasure to work with Cori and her team.” – MARK VERNON, GC



CONTACT INFORMATION

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HOURS:

By appointment, Monday – Friday 9 am to 5 pm
Closed weekends and statutory holidays