



## **Bluejay Rising**

### **Artwork Commission Contract**

Thank you for your custom.

This document outlines the specifics of an agreement between the client and the artist; this will include the artwork stages, expectations, financial agreement, time scales and any additional requirements.

#### **Financial agreement**

Fees can be paid in cash, bank transfer or PayPal. An invoice and/or receipt can be provided upon request. Fees are non-refundable unless: The product is greatly different from the final approved artwork agreed by both client and artist. The artist has not provided the finished product in the time scale agreed upon without prior notice.

The artist can refuse to present the final product should the client refuse to pay the fees or break the contract agreement.

- A fee will be decided between the artist and the client
- A minimum £10 deposit is required for work to proceed.
- 50% of fee at final approval
- Remaining fees once product is completed

#### **Artwork Stages**

During the initial discussion it will be agreed how many changes or amendments can be made before final approval. Any further changes may result in extra fees as this adds extra time and cost to the project. Once the product has been approved there will be no more possible changes.

- Initial discussion of design/ideas. Presentation of images or photographs for reference.
- Agreement on final design
- Agreement on time scale
- Mock up or sketch of design
- Design changes/Amendments
- Final approval
- Updates throughout if required
- Presentation of finished product

### Time Scales

These time frames are an approximation. It may be possible to receive your product faster if required and time permitting.

Time scales are to be agreed on during the initial discussion. These can vary greatly depending on the subjects, media, size of product, artist's workload, time of year and client requirement.

- A5 pencil/coloured pencil portraits – 2/3 weeks
- A4 pencil/coloured pencil portraits – 5 weeks
- A3 pencil/coloured pencil portraits – 8 weeks
- Larger items – 8/12 weeks
- A5 painting – 3/4 weeks
- A4 painting – 5/8 weeks
- A3 painting – 6/10 weeks
- Larger items – 8/12 weeks
- Logos/Branding – Dependant on agreed amendments. 3-12 weeks
- Murals – Dependant on sizes and subjects. To be agreed on initial discussion
- Any other commissions – Dependant on specifics. To be agreed on initial discussion

### Additional requirements/charges

- It will be discussed whether you would like your item framed or not. The frame can be plain, of your choosing or painted to fit the design. During the initial discussion it will be decided whether this is appropriate for your product. Costs vary dependant on size, design, quality, postage etc.
- Delivery of your product – This will be discussed during the initial discussion. Personal delivery can be arranged for relatively local areas for the cost of fuel. For courier or Royal Mail services, the costs will vary dependant on size, weight, packaging, fragility, location etc. The cost for delivery will reflect the true cost; no additional costs will be added.

Agreed fees for artwork.....

Agreed deposit.....

All of the above specifications can be subject to change during the initial discussion providing both the client and artist are comfortable with the agreed upon specifications and requirements. A new contract can be drawn to outline any amendments.

By signing this document you agree to the above outlined terms and specifications.

Client Name.....

Client Signature.....

Date.....

Artist Name.....

Artist Signature.....

Date.....