

COMMISSIONED ARTWORK REQUEST FORM

Organization _____ Contact _____

Address _____

City _____ State _____ Zip _____

Phone _____ Best time to call _____

E-mail _____

Subject of Artwork _____

Date needed _____ Payment method _____

Pricing and options

Size/Medium	Price	Subject (landscape, still life, etc.)	Photos needed
11 x 14 B&W	\$125		\$25/hr
14 x 18 B&W	\$150		\$25/hr
16 x 20 B&W	\$175		\$25/hr
11 x 14 Oil	\$200		\$25/hr
12 x 16 Oil	\$250		\$25/hr
14 x 18 Oil	\$300		\$25/hr
16 x 20 Oil	\$350		\$25/hr
18 x 24 Oil	\$450		\$25/hr
22 x 28 Oil	\$600		\$25/hr
24 x 30 Oil	\$725		\$25/hr

Customer will provide:

- Reference photos*
- Arrangements for location work
- Props and setup assistance
- Models (if needed)

*I will try to work with any reference photos you provide. However, if the photos do not show sufficient detail for the desired results, I may need to take additional photos and the \$25 charge will apply. NOTE: Copyright laws prohibit the use of published materials or photos taken by professional photographers for reference.

There is no charge for preliminary sketches, including alterations, or progress photos, except as follows:

1. A \$50 per sketch charge will apply if you request changes to the format and/or scene elements while the work is in progress.
2. Sketches and progress photos are delivered via fax or e-mail at no cost. Additional charges may apply if other delivery methods are needed.

Time and location for pickup of the finished artwork must be arranged in advance. Shipping charges, if any, are the responsibility of the customer.

Subtotal	
Sales tax	
Total	

**50% down due prior to start of project.
 Balance due at completion. This page
 is your invoice and receipt.**

_____ Customer signature