

**Thank you for considering a portrait drawn by me (Sandee Lovas). The following is what you can expect from me and conditions that must be accepted before I send a contract. Please read carefully.**

A standard portrait starts at \$500 (CND\$), plus shipping. If the estimated time to complete the commission is longer than average, additional cost will apply.

A \$100 deposit is required when I have accepted the commission and a contract is signed. The balance is due when the drawing is completed.

Receive *15% off art prints* of your commission if ordered at the same time as the commission is purchased. Art prints of your commission can be purchased later at full price.

**What I need from you – the ideal photo:**

Please see the examples of an ideal photo.

You may submit multiple photos and allow me to pick which one I feel I can do the best job with.

By signing this agreement, you are confirming you have the rights to the photo submitted.

**If you don't have a suitable photo:**

For an extra fee, I can take the photo to ensure I have what I need to make a wonderful drawing. If you are in Waterloo Region, that fee is \$50. If I need to travel outside of Waterloo Region, the fee will be negotiated based on travel distance and time required.

**All drawings will be digitized for my records:**

I have the rights to the image of the drawing. You may share images of the drawing and post on social media. You do not have the right to duplicate the drawing for the purpose of profit.

I reserve the right to sell prints of the drawing and use the image of the drawing for advertising.

*If you want to keep your commission exclusive, an extra fee will apply. Please ask for details.*

I reserve the right to refuse to do a commission. Reasons may include, but are not limited to - unsuitable photo quality, the person is a public figure of whom you are not connected to.

**What you get from me – the drawing:**

A standard portrait is approx. 8x10" on a 9x12" canvas. If you want a larger drawing, it will take longer and therefore cost more.

The drawing won't be a duplication of the submitted photo. The background and clothing will be simplified. If it's important to keep these details as close as possible in the drawing, please make it clear ahead of time. Depending on the detail, it may take me longer than average to include it, and therefore cost more.

**If the drawing is needed by a specific date**, please make it clear. If that date is within a month, I will refuse as I can't guarantee I can complete the drawing on time. If I estimate I won't be able to complete the drawing within 3 months, I'll let you know up front.

**No refunds.** I am not responsible for artwork lost or damaged in the mail.

I, \_\_\_\_\_ have read the above, confirm and accept the terms and conditions.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date