



Artwork Upload Instructions

On ARTMO you can upload and sell unique, original artworks and limited-edition pieces.

On desktop view, the upload form has a progress bar on the right of the screen. Once you have filled in all required information on the upload form, the "Submit" button at the bottom of the screen will become active.

Once an artwork has been sold it will be automatically marked as SOLD. If you have sold an artwork outside ARTMO please do not delete this artwork from your published collection. Instead, you can manually mark the artwork as sold on ARTMO. To do this go to your dashboard and hover your mouse over an artwork's image. Then, a small sub-menu will appear. On this sub-menu there is a quick-edit option. Simply tick the box "unavailable" and the artwork will appear as sold.

Below are the specific requirements for each field of the upload form:

Images

Main Image:

The main image must only show the artwork, without a background or frame.

The photograph of your artwork must be straight (not tilted) and with natural (daytime) or studio lighting.

If your photograph is not straight then it cannot be used, as there would be some sort of background in shot. Simply cropping those background sections away is not a solution because parts of the artwork would also be cropped.

The entirety of the artwork must be visible, without any part of the artwork cropped or out of view.

Please Note Again: Cropping an off-centre photograph to make it appear straight is not an option.

Additional Images:

We encourage you to upload any kind of image in which the artwork is clearly visible. For example, an image of the artwork hanging on a wall or being displayed in a room is welcome.

Image file Size:

The best image size for optimal results on ARTMO is min. 500kb, max. 1MB

Images for 3D or Sculptures:

We understand that taking good photographs of a sculpture can be challenging. However, we do require studio-quality images of all sculptures. Photographs must show the sculpture in front of a neutral background. All sculptures or 3D artworks should have at least one additional image which shows the artwork from a different angle.

Title:

Please do not use quotation marks in the title text.

Do not capitalise the entire title of an artwork.

If you are uploading a series, then each individual work of art in the series must have its own title, eg. *Work 1*, *Work 2*, etc.

Every artwork must have a unique title.

You can also give artworks titles such as *Unnamed 1*, or *Untitled Piece 4*.

Art Material:

Please give specific information about the material used to create the artwork. For example: oil, acrylic, pencil, etc..

Please also specify the base used. For example: canvas, paper, linen, etc.

Please do not include any other information in this field.

Series:

Here you can create an artwork series and save as many artworks as you like to that series.

Limited Editions:

Unlimited artworks, such as prints, cannot be approved. However, if a print series is limited-edition then it can be published. If you are uploading a limited-edition print, make sure you print and sell only the number of copies you have indicated in the "Edition" field. We always allow you to create one additional copy of a limited-edition piece on top of the number of prints indicated in the "Edition" field. This additional print is the "AP" or artist proof. You are required to destroy / delete the file of it, and if it is a sculpture you must destroy the mould once you have created all the editions you have indicated.

Price:

Only insert numbers, no commas or periods can be entered.

The minimum price must be € 50. If you sell an artwork for more than € 10.000 we will ask you for additional proof as we will need to confirm your identity.

You can choose "Price on request", but if you do this your artworks will not be found when a buyer searches using the price filter.

Dimension:

Please format the dimension with length first and then height, for example: Length x Height.

Frame Dimensions:

If you include the dimensions of an artwork when it is framed you will need to upload at least one image of the artwork which shows it in the frame specified.

The framed dimensions cannot be the same as the artwork's dimensions, they must be bigger to include the size of the artwork when it is in its frame.

Frame Material:

Please provide accurate information about the material of the frame. For example, copper, oak, etc.

Medium:

You can choose two media, but usually picking one medium is sufficient.

One example where using both media slots is acceptable would be using the terms "Mixed Media" and "Collage", which can both accurately describe the same artwork.

If you choose Mixed Media you must describe the different materials used in the section Art Material.

Genre:

You can choose two genres to categorize your work but picking one genre is usually sufficient. Some genres are mutually exclusive and should not be used together to describe the same artwork. For example, “Realistic” and “Abstract” cannot be chosen for the same artwork as they are contradictory terms. You can learn more about the right genre to label for your artwork here ...[\[link\]](#) Genres can be tricky, so be careful! Terms like “Conceptual” are very specific and can only be applied to certain artworks. Learn more about this on the [GENRE](#) page.

Subject Tags:

These tags describe the subject the artwork is depicting.

If you are uploading an abstract artwork, then you might not choose to include any subject tags since it would be hard to realise for a buyer.

Please do not choose emotions or superlatives, such as “love”, “fantastic”, etc. unless the subject depicted is very clearly related to it. The best choices for subject tags are concrete nouns, such as sky, animals, house, etc.

Please do not create tags like “abstract”, “painting”, etc. Those are genre and media terms.

Please do not use hashtags (#). Only use words, especially concrete nouns.

Description:

The text inserted here will appear.

Text:

Please do not capitalize all text.

Your Profile:

Please consider giving information about yourself in the ABOUT ME section. The text inserted in the ABOUT ME field will be displayed as an additional tab alongside each of your works. This enables a buyer to know more about you without having to leave the artwork they are interested in to visit your profile. A mini-bio about yourself is the best way to introduce yourself to buyers!