



*I make art inspired by books, imagination, and original visions.*

### **Commissions Guidelines for General Clients**

Welcome! Thank you for your interest in commissioning custom artwork. Please read the guidelines below carefully.

1. **Initial Process**

- Once your commission request is received, I provide an initial sketch for approval.
- Please provide clear, specific instructions and references. This reduces unnecessary back-and-forth and ensures your vision is captured accurately!
- Minimal updates are provided during the process to avoid excessive revisions.

2. **Revisions**

- You are entitled to 3 preliminary revisions before the final piece is delivered.
- A revision is a small adjustment or tweak to the existing artwork such as color changes, minor placement adjustments, or small details.

3. **Post-Final Revisions**

After receiving the final piece, additional revisions follow the 3-tier pricing system:

Tier 1 – Minor Fixes \$15, (<30mins): changing eye color or small detail adjustments.

Tier 2 – Moderate Changes \$25 (30-90 mins): minor pose changes/clothing changes, background tweaks.

Tier 3 – Major Changes / New Work \$50+ : major pose changes, adding characters, full background changes, essentially a new commission.

Please note: I am a solo artist and excessive revisions can delay completion. Clear instructions/ references help speed up the process. I want you to receive what you love, in a timely manner!

4. **Payment and Pricing**

- Payment is via PayPal Goods and Services only. This will protect both parties.
- Prices depend on complexity and time required.
- Simple pieces start at \$35 per hour. (I.e. One character, simple background)
- Complex pieces and initial deposit are quoted per project.
- Standard deposits are 50% upfront, with the remaining 50% upon completion. Once payment clears for all projects, preliminary work will begin.

5. **References and Communication**

- References are highly encouraged!
- Provide detailed instructions rather than vague requests. For example, instead of "make it look nice," say "Character wears a blue jacket, hair shoulder-length, smiling, with a sunset background." Or provide photo reference for artistic portraits of yourself/family.

6. **Agreement and Confirmation**

By replying to this email with confirmation of your commission, you acknowledge and agree to these policies. This serves as a verbal agreement.

Panton-My-Art