

Lisa Leach Art



Studio in The Velvet Mill
Spirit Wind Center
22 Bayview Avenue, suite 130
Stonington, CT 06378
203.216-4779 LisaLeach57@gmail.com



Artwork Commission Agreement

1. Having accepted the design proposal and estimated cost for the artwork, a **non-refundable 50% downpayment** is required to complete the commission. In the case of larger works, smaller installments may be agreed upon *at the discretion of the artist*.
2. Client will furnish all desired specifications for the artwork— e.g., size and thickness of canvas, paper or other surface; preferred content, colors, style, etc. as well as photographs or other materials where applicable.
3. Artist will give a reasonable estimate of the time needed for completion, will stay in communication regarding the progress of the commission, and will send pictures via text or email if necessary for added details or negotiated changes just before completion.
4. Matting and framing are a separate expense. If desired by the client, artist can obtain an estimate for various framing options from the local frame shop in the Velvet Mill and with the approval of the client, may be able to facilitate the framing transaction.
5. **All sales final.** In the event of gross miscommunication or damage to artwork, the artist may offer to make changes or repairs at no cost; *this is not a guarantee but depends on reasonable and specific information given for any further changes.*
6. If required, all packing and shipping costs are the responsibility of the client; artist can furnish comparative estimates based on size and weight of artwork.

I have read all of the above and agree to the terms and conditions for this art commission.

CLIENT NAME & CONTACT INFO (PLEASE PRINT)

CLIENT SIGNATURE

DATE

ARTIST SIGNATURE

DATE