

Judith Leman Studios

COMMISSION TERMS OF AGREEMENT

Thank you for your commission enquiry. Set out below are the “Terms of Engagement” for your information.

Terms of Engagement

1. Booking Deposit

- Upon booking the commission a payment of 25% of the total agreed purchase price is to be made.
- This deposit will cover expenses for one trip anywhere in Victoria plus other preparation expenses such as photography, painting materials etc.
- Additional travel is covered in the “additional charges” section later.

2. Agreement

- Prevent any misunderstandings, a written Agreement will be drawn up which will outline all particulars of the work e.g. size, medium, visual content, date of expected delivery and price.

3. Creative Control

- Once the basics of the commission have been agreed upon and the work has begun, the artist will have creative control of the project.

Major Portrait

With a major portrait the standard procedure is to create a preliminary design for the painting in the form of studies, sketches or drawings. This may involve several stages of approval by the client. There is a small fee for this service and the artwork will be retained by the artist.

Additional charges

- **Changes to portrait:** Prices quoted relate to an individual portrait, with or without background. There will be added charges for extra elements such as additional human figures, pets or animals and architectural details. If any major adjustments are required, an hourly fee will be charged.
- **Additional travel (if requested by client):** If requested by the client to make additional location visits or promotional work outside the original on trip, nominal charges will be incurred.

Other

- **Inspection of work:** The client may inspect the work in progress but strictly by appointment only.
- **Copyright:** The artist shall retain full copyright and permission must be asked to reproduce in any form the artwork commissioned.
- **Final payment:** The remainder of the artist fee is to be paid upon completion and delivery. (Price includes 10% gst).

Note: I would agree to make any minor adjustment to the painting after it is presented to the client. If the client rejected or cancelled the commission, the deposit of 25% would be forfeited.

Included in fee

A mount and frame to complement the painting will be part of the fee. Any further preference outside this is to be arranged by the client.

I look forward to working with you and trust you and your future generations will treasure this work.

Judith Leman
Artist

This information can be read in conjunction with
Commissioning Artwork or Portrait

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