

COMMISSION FORM GUIDE



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COMMISSION FORM

Please contact me via my website www.Lenamo.art or via e-mail Lenamo.art@gmail.com
Set a title to your e-mail with the name of your character. Thank you!

This commission form is meant to help you provide all the information I need to set a fair price and to start painting.

COMMISSION FORM

1. Type of commission: Sketch / Portrait / Illustration and Black&White / Coloured
2. Shot: Bust < Waist up < Full body
3. Pose description (reference is welcome)
4. Character: short appearance description (references are welcome)
5. Outfit: short description of the most important outfit elements (references are welcome)
6. Background: Simple, gradient background is included. For detailed or illustrated backgrounds references will be welcome.
7. Size/Resolution (check out paper sizes)
8. Deadline. (if none, you will get a small discount, but finishing the commission may take longer)
9. Additional important information and suggestions (e.g. colours, mood, expression etc.)
10. Your budget for this commission.
11. License: private or commercial use. Please state clearly what is the purpose of the requested image.

GUIDE

1. Type of commission
I'm currently offering 3 basic levels of quality : Sketch, Portrait and Illustration. All can be done in Mono-chrome (black and white, sepia etc.) or Colour.



2. Shot
How do you want your character to be framed in the picture? The most usual options are: Classic bust (head-shot), Waist up and Full body.

3. Pose description
Describe what your character is doing. Is your character sitting, running or fighting? Is he standing still or burning with rage? Photo references are welcome.

4. Character appearance
Describe your character's skin tone, hair length and colour, some special features like scars or tattoos and so on. Please keep it short. References are really helpful here.

5. Outfit
What kind of outfit your character is wearing? Is it plate armour or baroque dress? New or worn? Is he or she wearing any jewellery, special items or weapons? Do you have any preferred colours for this outfit? References are extremely helpful here.

6. Background
Simple, gradient background is included in the price. But maybe you would like to see your character standing in the forest or battlefield? Maybe you want him or her sitting on the golden throne? And of course, references are welcome.

7. Size and Resolution
My usual final file is a 2400x3300px, 100% quality JPEG image. This is enough to have an image printed on 8x11 in paper. Other often picked formats are desktop wallpaper 1920x1080 (72ppi) and A3 poster print size (300ppi), but all other formats are of course accepted.

8. Deadline
Generally, private commissions are completed within two weeks and commercial commissions around ten business days, depending on requested image complexity and communication smoothness. Please note, that setting no deadline gives you a small discount, but finishing the piece may take longer, because I'm always prioritizing commissions with the shortest deadline.

9. Additional important information and suggestions (e.g. colours, mood, expression etc.)

10. Budget
Knowing your budget from the beginning will save our time. Sometimes the budget is simply too low for the idea you have in mind. But if I know your budget I can suggest you solutions right away.

11. License
Is the picture for private or commercial use? Please note, that any activity that generates a revenue or is meant to promote your product or brand is considered a commercial activity.

Private use: I retain ownership of all Artworks to be used for commercial, educational, and promotional purposes.

Commercial use: You, the Client gain exclusive rights to reproduce or use the Artwork for all commercial purposes. Please note, that I still hold the right to display commissioned Artwork in my portfolio and websites, including social media on the conditions we agreed in Contract.

Commercial Commission Policies
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