♫⋆｡˚ SYNKEO'S ART COMMISSIONS ♫⋆｡˚

TERMS & CONDITIONS

1. Designs are **soft copy only**. They will be sent via email or Google Drive.
2. **No rush**! Process may take at least a week. (Kindly inquire ahead of the event.)
3. Strictly no cancellations once the invoice is sent. **50% or FULL payment is required before I start with the project**.
4. I do not accept commissions for commercial use. *(This can be negotiated and depends on your purpose!)*
5. I can decline commissions that are beyond my skills and capacity.
6. I own the rights to all my works and will occasionally post them as part of my portfolio. If you would like for it to be private, kindly inform me in advance.

NOTES! Clients **must provide color palette, moodboard/inspo, and pictures** that will be needed for the commission/project. I will also not entertain rude and impatient clients.

PRICELIST!	
₱250	Any designs that require illustrations
₱200	Pubmats, Banners, Poster, Postcards
₱100	Thank you cards, Class Schedules
For **OTHER OUTPUTS**, plz inquire for a quotation thru my DM	

*These are **base prices only!** May increase depending on the complexity of the design

HOW TO INQUIRE?

- Plz ask a quotation for your commission by sending a dm about the **type of output**, **style**, and **deadline**.
    - You may send photos or inspo when inquiring! i will only send the base price if no style/photos/inspos were sent (price may increase depending on the complexity of the design)

WHERE CAN WE CONTACT YOU?

SOCIAL MEDIA:

- @synkeo (X/Twitter, Instagram)
    - *CONTACT ME HERE FOR FASTER REPLIES!*
      MENTION IF I DON'T REPLY WITHIN 24 HOURS

EMAIL:

- sykkofi@gmail.com

COMMISSION PROCESS

- After inquiring, kindly confirm if you will push through with the commission.
- Then, i will send a short form to be filled with information about the commission.
- Once the form is filled out, i will send the commission invoice. **The project/commission will only be started once paid (full or 50% payment)**.
- As soon as the output is complete, i will send the final output to the client for approval.
- Only the Final output will be sent to the client. Kindly inform me beforehand if you'd like me to send a draft (especially for illustrations!).

REMINDER! Kindly be as detailed/specific as you can when sending information about your commission to avoid extra revisions. Complex revisions will require additional charges.