

✧ SpaceKoffee's Terms of Service ✧

Hello there! Thank you for taking the time to read over this page. It's very important to understand the rules and flow of the process, so you know what to expect from me. I do reserve the right to edit and add this form as I see fit. So if there are any further questions or concerns you have, please feel free to ask!

✧ CONTACT INFO ✧

EMAIL/PAYPAL
koffeedoodles@gmail.com

✧ PAYMENT ✧

- ★ All commissions payments are made via Invoice. You'll receive one when commissions are accepted and ready to be worked on.
- ★ Payment must be made in full before the project can begin.
- ★ Prices are in USD and paid via Paypal.

- ★ Prices may vary or change depending on the complexity and/or additional requests.

✧ REFUND ✧

- ★ You may request a full refund if I have not started on your project.
- ★ Once I've started the project, the commissioner is allowed a partial refund as I feel I deserve to be paid for the time I did put towards the project.

✧ PROCEDURE ✧

- ★ After agreeing upon all details of the commission, I will notify you when I begin work.

<u>Trial sketch/cleanup:</u> I will send you progress of what shape the piece is starting to take. You are able to request major changes at this stage.	<u>Line art/Flat color:</u> Check in that colors and lines are acceptable. You are able to ask for minor changes.	<u>Finished piece:</u> Will be emailed to you upon completion!
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[>> You can watch the progress here! <<](#)

- ★ Commissioners are allowed up to 2 major edits during the sketch process..After that, any other edits that are not considered simple adjustments (Colors, patterns, ect) will be charged extra.

✧ MY RIGHTS AS AN ARTIST ✧

- ★ You must properly give the artist credit for the artwork/ you may not credit yourself for the drawn image.
- ★ The Artist retains all copyrights over commissioned artwork which include but are not limited to the right to distribute, reproduce or use the work as a sample in portfolios for sales or self-promotion, unless otherwise agreed upon.
- ★ The Artist will NOT claim the intellectual property (IP) of the commissioned artwork
- ★ The Artist reserves the right to reject your commission request for any reason.
- ★ The commissioned work may be streamed during its process. If this is something you, the commissioner, do not want then please let it be known during the request.

✧ RIGHTS AS A COMMISSIONER ✧

- ★ Receive exclusive, non-transferable usage rights to the Work for personal use.
- ★ Personal use includes but not limited to: Display on social media accounts with no direct monetization such as profile pictures, banners, layouts, discord, display as part of designs on websites and channels (excluding use in content of these websites or channels)
- ★ You may upload commissioned work on other websites, so long as you credit the artist and link back to one of the galleries
 - Twitter: [@Spacekoffee](https://twitter.com/Spacekoffee)
 - BlueSky: spacekoffee.bsky.social

- ★ You retain the rights to the intellectual property (IP)
- ★ You may not claim the work as your own or use it for NFTS and/or AI. You may not modify it in any way. My signature may not be removed or obscured.
- ★ You are not allowed under any circumstances to have another artist alter, finish or change the piece I have made for you. If you would like to inquire with me about finishing a sketch I've done previously for you, you may do so.
- ★ If you like to keep this project private, please let me know. I'm happy to do so, but I need to be informed. Otherwise I have every right to post said piece.

✧ GENERAL TERMS ✧

<u>What I will draw:</u>	<u>What I'm willing to draw:</u>	<u>What I will not draw:</u>
<ul style="list-style-type: none"> ✓ Original characters ✓ Canon characters ✓ Creatures ✓ Anthro/furries ✓ Risqué themes 	<p><i>Something I'm not well-practiced in but am happy to take on as long as you have some patience with me.</i></p> <ul style="list-style-type: none"> - Mecha/Machinery - Intricate/Ornate Armors - Combat 	<p><i>Happy to discuss where the line is for better clarification.</i></p> <ul style="list-style-type: none"> x Nsfw/Fetishes x Imitate another artist's art style x Extreme violence x NFTs

✧ CONCLUSION ✧

- ★ If you fail to read the TOS or complete the sheet, I will ask for you to do so. I will not accept any commissions without it
- ★ If you have any questions or concerns, you are welcome to Email me.