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# = Terms of Service =

Last Updated on [ 06/05/25 ]

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Between the artist,

Ketchy, an artist from the Philippines.

And You,

The Public and the Potential Clients.

( henceforth, the preceding collectively referred as *we both* )

Where as

The Artist is the provider of its services, 'Commissions'

You are the buyer of the 'Commissions'

*THEREFORE, we both agree as follows:*

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◆ **General Terms** ◆

Please write in a simple and nice manner, not a wall of text.  
Provide neat and simple references. Doodles for reference can be worked with.  
Any ill behavior will not be tolerated and your commission may be canceled.  
We both shall engage in Mutual respect.  
If you fail to do this, The Artist has every right to decline your commission.

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◆ **Payment** ◆

***A PayPal account is required to complete the payment.***

The Artist will send an invoice to the Client,  
and will start when the payment is complete.

The Artist will begin the drawing process after being paid in full.  
The Artist is still going through school so The Artist apologizes if it would take  
longer than expected.

Please Remember that Prices may vary depending on complexity.

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◆ **Process** ◆

Sketches and Progress will be sent to You, the Client, when The Artist has a  
question and or when The Artist asks if you have anything else you wish for them to  
[revise](#).

The time for your commission to be completed can be up to 2 weeks or more  
depending on many factors such as:

Health, order of commission, complexity, work, school or family issues.

If any of the things stated above occurs you will be notified asap.

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◆ **Satisfaction** ◆

The Artist will try to do everything they can to make their customers happy.

However when the sketching phase is finished,  
only small changes are allowed to be made.  
Such as coloring/marking mistakes.

Any big changes will come with an extra charge.  
Such as an outfit change, outfit addition or subtraction, background change or  
anything that makes me have to redraw it completely.

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◆ **Usage Policy** ◆

The Artist holds every right to the produced drawing, not You.

Therefore The Artist is allowed to use the copyrighted artwork to:

- Promote and post the art wherever The Artist pleases.

You shall only use the received commission for personal use.  
as long as you (or anyone) credit the Artist.

Therefore, commercial use is prohibited.  
Such as, but not limited to:  
selling, generating income, making products and any thereon.  
Subject to the previously stated, you must settle an agreement with the Artist.

You shall not claim any rights or title to the Artist's property related to the  
commission.

regardless of the aforementioned, you're entitled to your characters.

If you break the copyright infringement in any way,  
every right you had to the drawing will be retracted.

*I currently do not accept any commissions used for commercial use and or offers  
to buy commercial rights.*

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#### ◆ **Canceling/Refund Policy** ◆

The Artist has the right to cancel and return the money for your commission at any  
time.

You cannot cancel or demand a refund from the artist ( *unless under certain  
circumstances* ) after payment is received.

If money has not been sent yet, You have the right to cancel the commission.

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◆ Extra Information ◆

My work shall **NOT** be used for any **AI** or **NFT** related activities

-Delivery-

You will receive the full image file of your finished order.

All image files shall be in PNG Format.

-Revisions-

During the sketching process, you're given three free attempts at revising the sketch; any revises afterwards will be charged.

Any statement can be bound to change if discussed with me, the artist, prior to the commission.

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◆ Contacts ◆

Bluesky: @deanisketchbook.bsky.social

Email: TheAnimatedSketchBook@gmail.com

Discord: Ketchy

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If you wish to view my portfolio and other such information,  
Feel free to check my [carrrd](#).