Terms of Service

At the start of the process, I will ask for your email address and your name and surname. Based on the descriptions you gave me of what you want for the illustration, I will send you a PDF quote via email with all the information you need (read topic 2).

1. General Terms

- 1. Prices are subject to change based on complexity of the illustration.
- 2. I have the right to reject any order that I do not feel comfortable drawing for any reason.
- Under no circumstance I will ever permit my artwork to be used in any NFT/crypto/block-chain -related process/material. Do not contact me about NFTs, I will not do them.
- 4. Under no circumstance may my artwork ever be used for Al/machine learning purposes.
- 5. Commission work may be posted on my social media. If you have any reason to not allow this, this must be mentioned previously.
- 6. I will ask you for references. Please be prepared to supply references for your artwork so we can create what you imagined. You can send me a link to a google drive, imgur, send me the files separately etc. This can include images from pose, hairstyle, colors, notes regarding your character etc. The more detailed the better! If possible, compile your ideas into a single document (e.g., a mood board or brief). If not, feel free to clarify with text descriptions
- 7. If you don't have a reference for your character, I can create one for you (for an additional reference sheet fee)
- 8. Except for the initial commission request, which can be made via DM, the entire process will be handled exclusively via email. Please check your spam folder.

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- 9. The artwork may be protected with Glaze, a software tool that prevents its use by Al systems.

2. Payment

- 1. Via PayPal invoice or Wise only. My prices are in \$USD.
- 2. Commissions can be paid either 100% upfront or split 50% upfront and 50% after finished.
- 3. Don't send me any payment before I have agreed to do your commission and requested you to send me the payment via an invoice.

3. Process and Delivery

- 1. The commissioner will receive a budget with the following information: **description of** the artwork, price, deadline, process summary and my bank information.
- 2. Timeline is 10 to 25 working days and the commissioner will always be updated during changes.
- 3. I divide my process into 4 stages: sketch, colors and rendering.
 - Sketch: After receiving the 50% deposit payment, I will begin the sketch and send it to you as soon as possible;
 - Lineart: Once your sketch is approved, I will start the lineart.
 - Colors: With the lineart completed, I will begin coloring the illustration and sending updates throughout the process. As soon as I finish the color stage, I will send it to the client for approval. After being approved, no further changes are accepted (read topic 4) and I will begin the last step of the illustration.
 - Rendering: Once finished, I will send you a preview of the file in medium quality.
 After the remaining amount has been paid, you will receive the full-resolution image. Note that there is no physical product
 - 4. Please avoid rushing me during the creative process! You can always check your commission status via Miro. (link in my <u>Carrd</u>.)
 - 5. The deadline only begins once your turn comes up in the commission queue and your payment is confirmed.

4. Revisions

Tell me if there's anything you don't like with how things are looking during the process. I'm doing the commission for you, it's very important to me that it's exactly to your liking.

Don't wait to tell me things you'd like me to change/correct. The sooner you tell me, the better. That said,

- 1. A fee will be added if you want something changed on the final drawing unless, of course, a misunderstanding from my side has been made.
- 2. The amount of the extra charge depends on the change you want me to make, minor changes are allowed with no extra fee.

5. Refunds / Cancellation

- 1. The refund will be according to the artwork process. If the art is already on the second step, this will be considered as 70% of the commission value and the refund will be 30% of the total price. There won't be a refund once the artwork is finished.
- 2. I will not send an invoice before I know I'm ready to start on your commission. I start sketching as soon as payment has been received. Meaning, if you've paid, there's **no refund for the 50% upfront payment.**
- 3. You may cancel your order free of charge before paying.

6. What Do You Get?

- Full-resolution file (300 DPI), sizing is discussed beforehand. Files will be sent as
 a .PNG file and if requested may include other versions, to be discussed
 beforehand.
- 2. Files will be sent via email or through a Google Drive link. The Google Drive link applies to if the file size is too big to send over email or there are multiple files.* *Important: Files are only guaranteed to remain available in Google Drive for 30 days after delivery. Please download your commission promptly to ensure you retain access.

8 - What I Do / Don't Draw



5 - Copyright / Usage

I, Saorie (the artist), claim the rights to the produced drawing, not the buyer.

Therefore I am allowed to use the artwork to:

- 1. Promote my work (website, portfolio etc);
- 2. Post it on social media or any other place. (If you have any reasons against this and would like for the commission to be private and not posted anywhere, I am absolutely willing to discuss it beforehand.)

The buyer is allowed to:

- 1. Use the commissioned piece for personal use unless agreed otherwise (you can upload it on all your social media profiles, forums, etc. as long as you credit me)
- Print the artwork for personal use and claim the character(s) as their own, but not the artwork itself. It cannot be printed for resale unless the rights fee has been paid.

The following topic are considered copyright infringement:

- Reproducing / using the copyrighted artwork commercially (valid for personal commissions)
- 2. Claiming the artwork as your own;
- 3. Removing my signature;
- 4. Altering the artwork without my consent.

9 - Ending notes

These Terms & Conditions are subject to change at any given time.

Please view my <u>Commission Info</u> page and contact me via email (<u>saorieilustra@gmail.com</u>) or direct message if you'd like to commission me! Please make sure to include references like poses, colors, description of characters or any details you may want to be added!

Thank you for reading! •