

## Darcy Wade Art Commission Guidelines

Hi! First of all, thank you SO much for your interest in commissioning a personal piece of artwork from me. It means a lot! It is my top priority to make sure this process is smooth for both of us and that you are satisfied with the final product. Communication is essential to make sure we are on the same page and all logistics are covered. Below are a few starting questions/steps that will help us get started working together. **Please read these carefully and respond to me via email at [darcywadeart@gmail.com](mailto:darcywadeart@gmail.com) with all answers.** This is very important to help me keep track of your order and to make sure we are on the same page!

**1) Please share a brief written description of the artwork you are commissioning.** You can be as specific or as vague as you like. I will also need any relevant photos, if for a pet or person portrait please try to send 5-10 pictures so I can pick the best ones for a good composition. It is very helpful that reference photos are clear quality. If you are requesting a pet portrait and would like me to add floral/plant imagery and have a specific request of the type of plant/flower then please include this in your description.

**2) Is there a specific date you need this drawing by?** It is my goal to get these drawings done for you by the date you requested. If you do not have a specific date in mind then give me an estimated timeframe that you would ideally like to have your piece by.

**3) What size would you like the drawing?** I charge \$2.5 per square inch. This helps me keep all pricing fair from customer to customer. I am happy to work with your budget and I do offer payment plans if needed. Here is a list of some size/price examples\*:

Option A	8" x 10"	\$200
Option B	9" x 12"	\$270
Option C	11" x 14"	\$385
Option D	12" x 18"	\$540
Option E	14" x 17"	\$595
Option F	18" x 24"	\$1,080

*(\* This pricing does NOT include shipping + handling costs. Customer will be expected to pay these fees as well if shipping is necessary. )*

Once you have responded to these initial questions then we will begin the process! **I will require you to pay half of the final amount upfront to assure you are committed to the process.** I am so excited to work with you to help bring your ideas to life. Please reach out with any addition questions or clarifications.

With Gratitude,  
**Darcy Wade**