

RIGHTS + RESPECT

* Please note: “The artist” and “sofahood” may be used interchangeably in this text. “Design”, “artwork”, and “piece(s)” may be used interchangeably as well.

- All commissioned work begins at a base price of \$75. The price may increase depending on the complexity of the requested concept and the materials used. Price increases are subjective to the artist, sofahood. Any price adjustments will be fully disclosed to the commissioning party before any requests for payment. The artist, sofahood, also offers a sliding scale for queer and/or transgender people of color (QTPOC) in difficult financial positions. No work will be done by the artist, sofahood, for free under any circumstances unless stated otherwise by the artist herself.
- Intent to use a commissioned design by the artist, sofahood, for merchandise (including, but not limited to: clothing, mugs, stickers, buttons, books, album art, tattoos, etc.) must be explicitly stated before an official rate is given, before any payment is made on the commission, and before the artist officially begins working on the piece. “Merchandise” includes any product being designed by the commissioning party with the intent of being bought or sold. If the commissioning party fails to state this intent until after the official start of the commission (i.e. payment and the first sketches) this may result in the termination of the commission. If it is discovered that the commissioning party is commercially distributing merchandise containing sofahood designs without the agreement of the artist, sofahood, the artist may pursue legal action. Noncommercial distribution of merchandise containing sofahood designs without prior agreement is forbidden as well.
- The commissioning party has the artist’s permission to post the commissioned piece on social media. Credit must be given to the artist, sofahood, on social media posts. The artist sofahood may rescind permission to post at any point for any reason. If the previously permitted post(s) remains posted on social media after permission has been rescinded by the artist, the artist may pursue legal action.
- Payments are made through the money transferring apps Venmo or Cashapp only unless otherwise discussed and agreed upon between the artist and the commissioning party. Other potential payment applications allowed include (but are not limited to) Zelle and Paypal. Cash payments are forbidden.

- The commission process (i.e. sketching, drawing, etc.) will begin upon full or partial payment of the invoice unless otherwise discussed and agreed upon between the artist and the commissioning party.
- Partial payments are allowed on a commission via an agreed upon installment plan. If the commissioning party opts into the installment plan, 50% of the total commission price must be paid before the artist begins to work on the piece. The remaining 50% of the total commission price must be paid at the completion of the commission (i.e. when the artist completes the design). In both the upfront and installment plan cases, the piece will not be transferred to the client until all payments required on the invoice are paid in full. Should there be extenuating circumstances, a custom installment plan must be discussed and agreed upon between the artist and the commissioning party before the artist begins to work on the piece.
- Commissioned pieces shall only be used for the intended purpose agreed upon by the artist and the commissioning party. For example, a design commissioned for the intent of an album cover cannot be used on clothing. The intent of the design is finalized at the time of payment and cannot be altered unless the artist agrees to renegotiation of the terms, intent, and payment of the commission. Any attempts to breach this agreement without negotiation will result in the immediate termination of the commission, surrendering of the final design by the party commissioning, and potential legal action.
- The commissioning party may opt to cancel the commission at any point in time. Cancellations that occur within 48 hours of the initiation of the commission (i.e. payment) will result in a 100% return of deposit (in both full and partial payment cases). Cancellations that occur after 48 hours, but within 72 hours of the commission, will result in a 50% return of the deposit (in both full and partial payment cases). Cancellations that occur after 72 hours of the commission will result in a total loss of deposit (in both full and partial payment cases) unless stated otherwise by the artist herself.
- Prints of digital commissions are not included in the commission. Digital commissions are sent to the commissioning party via email. Prints of digital commissions are considered a separate purchase and will be sold to the commissioning party at a discounted price.
- Should the commissioning party request a physical print of a digital piece, please allow 2-3 weeks after the sale of the print for the artist to mail the piece. Once the piece is mailed by the artist, the artist will send a picture of the receipt and/or a tracking number to the commissioning party to verify the piece has been sent. In the unfortunate case of the print getting lost in the mail, the commissioning party will receive a 50% refund of the total

- price and a free re-mailing of the print. In the unfortunate case of the free print getting lost in the mail, the artist will not be held responsible and there will be no other refunding of the total price.
- Please allow at least 4 weeks from the beginning of the commission, or from the first payment, for completion of the commission. Requests for completion before 2 weeks will incur a 'rush fee' that will be determined by the requested completion date and artwork request. The rush fee must be discussed and agreed upon between the artist and the commissioning party prior to the first payment and prior to when the artist begins to work on the piece. The rush fee is determined at the sole discretion of the artist.
- All commissions include 1 're-draw' (re-drawing/changing a design). If, after the included re-draw has been used and the commissioning party would like an additional re-draw, the re-draw will be classified as a separate commission and will therefore incur a separate commission fee. To avoid this happening, the commissioning party and the artist must discuss the commissioning party's desired concept, details, and features clearly and explicitly prior to when the artist begins to work on the piece. What is determined to be a re-draw is at the sole discretion of the artist.
- All commissions include an unlimited amount of 'minor edits' (any add-ons/deletions that do not change the design/integrity of a drawing including but not limited to adding/removing lines, changing minor details, etc.). 'Minor edits' may be requested up until 1 week after the close of the commission. If the artist feels as though this process is being abused, the artist has the right to limit the number of minor edits offered at any point during the commission process. What is determined to be a 'minor edit' is at the sole discretion of the artist.
- The artist, sofahood, is at full liberty to decline a commission on the basis of incongruent political affiliations (including but not limited to support of fascism, imperialism, misogyny, racism, misogynoir, transphobia, queerphobia, etc.).
- The artist, sofahood, is at full liberty to decline a commission on the basis of disinterest.

SIGNED,
SOFAHOOD

Last edit: July 2020