

## POLICIES for COMMISSIONED ARTWORK

I, Daniel Mitsui, retain the copyright to the original artwork that I create. I may sell reproductions of the image or permit its use by others.

Unless otherwise negotiated, a deposit of half the value of the completed artwork is due when the commission is accepted. My receiving the deposit secures the project's place in my queue. The full value of the completed artwork is due upon the project's completion.

Completion dates are not guaranteed, although I make every effort to meet my patrons' expectations.

The patron may not refuse to pay for a completed artwork or return it for refund. If the patron is unable to pay for the balance owed on a completed artwork within 60 days, or if he or she does not respond within 60 days to my notifications that the project has been finished, I am allowed offer the artwork for sale to others and refund the payments already made on it.

I ship original artwork within the USA via Registered First-Class Mail, or Express Mail. I ship it internationally via whichever service of the US Post Office is most appropriate to the specific artwork and its destination. As it is impossible to insure shipments of original artwork for full value through the US Post Office, I am not liable for loss or damage in transit. I do, however, make every effort to pack the artwork carefully.

Import taxes, customs duties, brokerage fees and value added taxes levied by nations other than the USA are the responsibility of the patron to pay.

To the best of my knowledge, the materials used in the creation of my original artwork are permanent, lightfast and acid-free. I will provide a full list of all materials used in the creation of the artwork. I am not responsible for any damage, wear or change in the artwork over time.

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