



HRHEmerald  
art & astrology

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### ***How To Commission An Artwork***

From concept to completion, the client and artist work together to bring an idea to reality. Whether you are commissioning a large or small, public or private painting, drawing, or digital image the process remains the same. These are the steps you will follow as you commission an artwork.

#### ***1. The chosen artist***

Finding the right artist to create your artwork is the key to owning a piece you or your company will enjoy and value for a lifetime. Make sure you analyze the portfolio of the artist whose style reflects what you are looking for and who has experience producing works in the style you desire.

#### ***2. Provide the artist with information***

Before you approach an artist you may want to answer these questions yourself so you are able to clearly convey your expectations.

- What size would you like your art work to be?
- Do you feel strongly that certain colors or shades of color should be included in the painting; or specific details should be skipped in the portrait? If so be sure to let the artist know.
- What is your budget? Be honest with yourself and the artist. If your budget is tight let the artist know. She may be able to work with you to let you know how to decrease your costs.
- What is your deadline?
- If the work is a seascape, portrait or of an object, make available photographs of the subject to help the artist determine the level of detail needed. This will also enable the artist to give a better estimate.

#### ***3. Quote given to client***

The artist will give you a quote for the final artwork. The quote is an in-depth explanation of what the client should expect and will receive as an end product. The quote also includes the cost, which varies for each piece.

#### ***4. First payment due & work begins***

After accepting the quote, a down payment will be paid and the process will begin on the artwork.

If the artwork is of a person or object the artist cannot view in-person, please provide several photos in the highest resolution to help produce the best possible end product.

#### ***5. Client receives the artwork & final payment due***

Once the artwork is completed (you may view either in person or be sent a few photos), the final payment equal to the remaining amount of the quote is due to the artist and the finished artwork is given or shipped to the client.

If you are ready to commission your own artwork, feel free, to contact EMERALD directly using CONTACT form at: [www.HRHEmerald.com](http://www.HRHEmerald.com)

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