

**Section 1 - Commission Details:**

Check all values that apply:

☐ **Sketch:**☐ Headshot: \$10☐ Half Body: \$15☐ Full Body: \$25☐ +Characters: \$15/2☐ **Full Color:**☐ Headshot: \$30☐ Half Body: \$40☐ Full Body: \$60☐ +Characters: \$40/x☐ +BG: \$20**Section 2 - Commission Process:**

## Phase One (ALL Projects)

☐ Reference folder generated☐ CSP File Created☐ Sketch Layer (initial pass)☐ Client approval☐ Sketch Layer refinement**Section 2.1 - ADD ONS**

## Phase Two (Full Color ONLY)

☐ Color Flats☐ Lighting and Shading☐ Client Approval

## Phase 3 (Background ONLY)

☐ Block in BG Elements☐ BG Flats☐ BG Refinement☐ Client Approval**Section 2.2 - Final Phase**

## Final Phase (ALL Projects)

☐ Edits Made☐ Completed Image Delivered

Cut Here for Printed Invoice

**Section 3 - Invoice:****3.1 - Commission Details**

<b>Commissioner Name:</b>	
<b>Commission Type:</b>	
<b>Commission Price (USD):</b>	
<b>Commission Date (dd.mm.yy):</b>	
<b>Delivery Date (dd.mm.yy):</b>	

**3.2 - Payment Details**

<b>Payment Method:</b>	
<b>Amt Paid (USD):</b>	
<b>Date Paid (dd.mm.yy):</b>	
<b>Pay Status:</b>	