

## Casey Matthews . Commission Information

Whether your project requires one piece, or an entire collection, I am delighted to develop the custom piece of artwork that you desire. I gladly do commissions and/or installations based on the specific needs of your space and budget, and I work well with licensed designers, art galleries, architects, and art consultants.

Feel free to contact me directly to chat about your custom piece: [casey@caseymatthews.com](mailto:casey@caseymatthews.com)

**Completion Time:** Commissions usually take between 6-12 weeks according to the size, complexity of design, and current workload. The final selling price may be increased for rush deliveries. An exact “completion date” will be determined once all parties agree on the size, overall design, a deposit has been secured, and materials have been delivered (if applicable.) Please be advised that after you are shown a completed photo, and once you agree that the piece is finished, there will be a 2-3 day waiting time for the piece to be photographed, and had time to completely cure/dry before it can be packaged and shipped. And up to an additional 3-5 days if the piece is very large and needs to be picked up, professionally boxed/crated, and then freight shipped. So when I give you the “completion date,” please realize that this is NOT the delivery or install date. The “completion date” is that date that I email you a photo and announce “Ta-Da! My masterpiece is finished! What do you think?”

I will be able to give you a rough estimated “delivery date” but that date is contingent upon good communication, and if any revisions need to be made. If you are working with a specific deadline, please let me know prior to beginning the project, and I will make every effort to accommodate your needs.

**Deposit:** I require a 50% deposit from all clients prior to beginning the project, to secure the commission spot on my calendar. As soon as I receive the deposit, I will order the supplies and draw up the agreement (see below.) The remaining balance is due from you once the piece is completed, and before delivery. Due to my workload, I cannot reserve potential commission spots for clients that do not pay a deposit.

**Alterations:** Toward the end of the painting process I will provide progress photos, to ensure we are all on the same page. Around the completion date I will then send you with a final photo of the work, which you will need to sign off on. I allow up to two revisions to what I consider the “final painting” before shipment or delivery. So at this point, everyone needs to make sure you are very clear of your expectations. If you think the painting still needs adjusting, alterations will be \$100/hour.

**Cancellation:** I will make every effort to create artwork that is pleasing to the client. However, in the event that you are not satisfied with the final product, then you are under no obligation to purchase the piece. You will be refunded the deposit, minus a non-refundable commission fee of 25% (that is 25% of the total quoted price.)

**Agreement:** In order to make a unique and custom piece, I require excellent communication among all parties. After I receive the deposit from you, I will draw up a standard “Commission Agreement” that I require the client to agree to in order to spell out the specific details of the project, contact information, right of refusal, copyright, payment schedule, balance, delivery, etc. I keep this information on a clipboard in my studio and refer to this agreement as I work, so I do not get confused on the details. If you have any rug samples, fabric samples, paint swatches or photos of the space I need to be made aware of, please give them to me as soon as possible.

**Process:** When I work on a painting, I carefully consider color schemes and mood. My body of work is contingent upon creative freedom, so please keep that in mind if you expect the same quality of work that I am currently making. All my work is original, not mass-produced, and no two paintings are alike. While I prefer not to copy my past work, I can attempt to use a specific palette you are looking for, and aim for the same spirit of past work you admire. I love working with specific colors that I can match at the paint store, or Pantone colors. Please feel free to pick 3-5 pieces of my work that you like, and if you can articulate why (i.e.

specific elements, colors, pattern, brush strokes, drips, energy, etc.) I also like to see photos of the room that your painting will go in (and even adjacent rooms), so I can visualize the final destination as I am painting. Here are some questions to think about: Describe the space this painting will be placed in. What about the adjacent rooms? What is the overall feeling of the room you will be hanging this art? Clean, cozy, crisp, minimal, lazy, cheerful, thought provoking, inviting, warm, relaxing, playful, eclectic, minimal, energized? Do you prefer warm undertones or cool undertones? Are there any colors that you find off-putting or depressing? Please be very specific, the more information I have from you, the better.

**Communication:** I will make every effort to respond to communication in a timely manner, outline my expectations, and honor the intentions of the commission agreement. More often than not, I am working with strict installation dates, and want to adhere to those deadlines, and need full cooperation of all parties involved. I want you to be 100% thrilled with your custom piece.

**Price:** My work is priced using a formula which factors in the dimensions of the work, the availability and costliness of materials to be used, and the labor intensity of the techniques /processes that will be explored in creating the work. 2023 Commission Prices (subject to change):

30x40-\$3600	36x36-\$3800	30x48-\$4300	40x40-\$4600
36x48-\$4800	36x60-\$5500	48x48-\$5800	48x60-\$6200
40x80-\$7800	48x72-\$8000	60x60-\$8500	60x72-\$11000

At this time, I am not accepting commissions for smaller work under 30x40 – unless they consist of multiple components. If you would like to commission diptych or triptych incorporating several smaller components, please inquire about a special quote. Due to the one-of-a kind nature of a custom piece, I do not extend any discounts (trade or otherwise) on commission work.

All price quotes are good for up to 6 months. I often find that it can take a collector or project manager up to 3-6 months to finalize the details of a job. During that time, if my overall prices have increased, I will still honor the price I quoted you previously.

**Custom Size:** If you would like a special (non-standard) size, I am more than happy to accommodate your request. If your size was not mentioned above, it is most likely considered a “non-standard size” and will need to be custom built. I charge approximately \$450-\$500/square foot for custom built canvas depending on the size of your project, the special materials that will need to be ordered, and any labor or handling costs associated with the size. Please contact me for a price quote and completion time. Please note, it can take up to an additional 2 weeks longer to accommodate the construction of a custom frame (ordering materials, labor, etc.) If you decide not to purchase the custom size commission, the deposit will be refunded, less a 25% commission fee.

**Shipping:** The client or project manager is responsible for all transportation/shipping costs associated with the safe delivery of the piece (including handling, materials, and insurance.) This can range anywhere from \$100-\$950 depending on the size and if it needs to be freight shipped or not. I can provide you with an approximate shipping quote before we begin the project. For artwork 36x48 and under I normally ship UPS or Fedex ground. This includes tracking & insurance. For larger work, I use a freight shipping company, van delivery or white glove delivery service. They will pick up and professionally crate up the art. This service can take an additional 5-7 days, and depending on your location can take 8-10 days for you to receive. Local delivery is free for artwork measuring 50x82 and under. If you need your custom artwork to be professionally installed, I will gladly provide you with the names of art installers in your area that can help you.