

# POPPY

*photo + design*

## Chalkboard Art Agreement

700 Warren Road 23-3A Ithaca, NY 14850

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Name of client: \_\_\_\_\_

Mailing Address to which package will be sent: \_\_\_\_\_

Phone Number and E-mail Address: \_\_\_\_\_

## MATERIALS + PRICING

### DIGITAL

High-resolution digital files are designed to mimic the look of a hand-drawn chalkboard. You can print your file at a number of online print labs such as Vistaprint, Shutterfly or Mpix, or at your local print shop. If printing on photo paper a matte or luster finish is recommend, NOT glossy.

New design - **\$50**

Customized pre-made - **\$25**

Pre-made as is - **\$18**

### HAND-DRAWN

Hand-drawn chalkboards are \$0.50/sq.in. for small designs or \$0.30 cent/sq.in. for large designs. New designs require an additional \$50 fee. May be created using chalk ink pens or fine chalk pencils. Chalk ink pens are permanent and will not smear or smudge. Chalk pencils offer a finer more detailed quality and will be sprayed with a permanent fixative to prevent smearing, however smearing is possible if the design is met with harsh conditions. Custom sizes are available!

8x10 - **\$40** artwork + \$10 board = **\$50 total**

12x12 - smooth chalkboard paper only - **\$72 total**

11x14 - **\$77** artwork + \$20 board = **\$97 total**

16x20 - **\$96** artwork + \$25 board = **\$121 total**

18x24 - **\$130** artwork + \$30 board = **\$160 total**

\*\*\* When ordering 3 or more chalkboard designs at once you will receive a 20% discount on all artwork. This discount is not applicable to material and shipping fees. \*\*\*

The lightweight art board I use comes in the standard sizes listed and is rigid enough to be propped up on its own, but thin enough to frame easily. I am able to order different sizes upon request. If you have your own chalkboard you would like used you will not be charged for the board but will be responsible for getting it to POPPY photo + design as well as the cost of shipping back to you. Smooth chalkboard paper offers a hand-drawn option with a very realistic chalkboard look that can be framed.

Additional fees include a new design fee of \$50 (if applicable) and the cost of shipping. There is no additional design fee for pre-made or customized pre-made designs for hand-drawn boards. However pre-made designs are available in the dimensions they were designed for. If there is a change in the dimensions then a fee will be charged.

### TURN-AROUND TIME + SHIPPING

Please allow up to two weeks for the production of artwork and up to one additional week for shipping. Digital designs will be emailed within 3 business days. Shipping is based on measurement and weight and varies per project. Shipping will be estimated and added to total cost before production begins. For expedited shipping, please contact POPPY photo + design to upgrade. POPPY photo + design is not responsible for any shipping damage, delay, loss, or stolen package once USPS is in possession of package.

### PAYMENT

POPPY photo + design accepts cash, check or money order. All payments must be received within 5 days of order being placed. Items will not be shipped until payment has been secured. If paying by check, please make checks payable to: Nicole Farnsworth

### REFUNDS AND EXCHANGES

Due to the custom nature of the products, POPPY photo + design does not accept returns or offer refunds. Before submitting your order please make sure all of your information is correct, including spelling and punctuation. Please request a picture of your custom item if you would like to double-check it before it is shipped. Please carefully proofread it and check for any errors. POPPY photo + design is not responsible for any buyer errors and cannot offer refunds for such mistakes. POPPY photo + design stands by it's work and if it has made an error or mistake it will gladly correct the issue and redo your item free of charge.

Scope of work (list all chalkboard dimensions and descriptions here):

Total cost for scope or work:

Signed in Agreement:

Nicole Farnsworth

\_\_\_\_\_ Date: \_\_\_\_\_

Client: \_\_\_\_\_ Date: \_\_\_\_\_