



**YouGo Productions**

Inspirational Bespoke Art.

## Terms and Conditions

1. Gayle A Hall is the artist you will be working with.
2. After a period of communication via email or the phone.
3. If it is 'Portrait In Words' the client will give the words or phrases that they wish to use, if it is 'Portrait Puzzle' the client should be thinking about the photographs they wish to use, including the cover photograph and the key photograph (this is the photo that will show the clues to solving the puzzle).
4. If the client wishes to move forward a 1-hour consultation session can be arranged either via zoom (£75.00) or in person (£150) within the M25. This will be deducted from the final costing once your artwork is commissioned.
5. There are a series of patterns on the website that can be looked at more closely. Each letter or number will have a variation of the design therefore no character will be the identical.
6. It is possible to change the colour of the design or to have a completely bespoke piece of artwork at extra cost.



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7. We will discuss the photographs that you wish to use and if there is any retouching to be done.
8. If you the client are happy a letter of engagement will be sent out and YouGo Productions will secure 50% for the booking fee and engagement. This is non - refundable, except if YouGo Productions are unable to for-fill the order.
9. A date for the work to commence will be arranged and an estimated time for completion will be given. The average time is 6-10 weeks. A completely original piece of artwork could take longer.
10. A second meeting will be held where you the client will see the design and some of the photographs and will be asked for a further 25%.
11. A final meeting will be organised just before the artwork is ready for manufacturing to get a full sign off. The balance of the monies will be secured by YouGo to complete the piece and organise delivery.
12. If in either case the photographs that are supplied are in very bad condition I may have to send them to a third party to be retouched. (Please look at the Privacy Policy Statement).
13. YouGo Productions reserve the right to upgrade the Terms and Conditions at anytime.



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Print Your Name: \_\_\_\_\_

Signature: \_\_\_\_\_

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