

COMMISSION INVOICE

[Artist Name/Studio]

[Address Line 1]

[Email/Phone]

Invoice #: _____

Date: _____

Due Date: _____

BILL TO:

[Client Name]

[Client Address]

[Client Email]

PROJECT DETAILS:

Subject: _____

Medium: _____

Dimensions: _____

DESCRIPTION OF WORK / MILESTONES	RATE/PRICE	QTY	TOTAL
Portrait Commission (Base Fee)	\$	1	\$
Additional Subjects/Complex Background	\$		\$
Framing / Material Surcharge	\$		\$
Shipping & Handling	\$	1	\$

Subtotal: \$ _____

Tax: \$ _____

Deposit Paid: - \$ _____
Balance Due: \$ _____

PAYMENT INSTRUCTIONS

Please make checks payable to **[Artist Name]** or pay via **[Venmo/PayPal/Zelle Info]**.
Final artwork will be released upon receipt of full payment.

Thank you for commissioning this unique piece of art.