

# HOUSE PORTRAIT ORDER FORM

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE \_\_\_\_\_ ZIP: \_\_\_\_\_ PHONE: \_\_\_\_\_

OTHER \_\_\_\_\_

MEDIUM: Pen and Ink (\$ 175.00): \_\_\_\_\_ Oil ( \$ 500.00): \_\_\_\_\_ Watercolor (\$ 350.00): \_\_\_\_\_  
50% deposit required. Final payment due upon completion and final approval.

WHAT SIZE? 12 X 16 \_\_\_\_\_ 16 X 20 \_\_\_\_\_

DO YOU WANT THIS MATTED? \_\_\_\_\_ FRAMED? \_\_\_\_\_

IS THIS INTENDED TO BE A GIFT? \_\_\_\_\_ No \_\_\_\_\_ Yes  
If yes, Delivery Date? \_\_\_\_\_

OTHER COMMENTS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signed \_\_\_\_\_ Date \_\_\_\_\_

**Proofs and Final Portrait:** Two progress shots of your painting will be sent to you for review. A digital image of the final painting or drawing will be sent for final review and approval. Once you are completely satisfied with the painting, your final payment will be required before release of the original.

**Turnaround:** Turnaround varies depending on projects already in house. If you have an important date for the portrait as a gift, it is recommended to allow four to six weeks in advance, to allow time to get your order on schedule. Christmas orders need to be placed three to four months in advance. Gift certificates are available if time does not allow for a special delivery date.

**Photographs:** Please keep in mind that the final portrait is directly related to the quality of the photograph. More than one photograph can be included to assist in showing detail and personality for the artist.

Mail Order Form and 50% Deposit to:

Jyl Emerson  
56 Chelsea Road  
Brookfield, VT 05036