



Please complete this form to the best of your ability, and the FCA staff will complete the rest. The FCA knows each commission is different, each artist and each client will have special requests. Please email this form to fcagallery@artists.ca

We always call you and the client to discuss your needs.

In addition to this form, you will be requested to provide the following by our Gallery Coordinator:

- Source imagery for the final result, as discussed with client and the FCA. This usually is in the form of select images of your previous work, and a reference photo for the commission
- Your signature on our contract, once the details of your commission are finalized

COMMISSION APPLICATION	
MEMBER ARTIST INFORMATION	
Full Name:	
Phone Number:	
Email Address:	
CLIENT INFORMATION	
Name:	
Phone Number:	
Street Address:	City:
	Postal Code:
Artwork Shipped or Picked-Up:	
COMMISSIONED ART INFORMATION	
Title:	
Size:	Media:
Artwork Price:	
Artwork Completion Date (dd/mm/yy):	50% Deposit Received (dd/mm/yy):
Additional Information:	
FOR FCA STAFF COMPLETION	
Application Processed By:	INVOICE #:
Value of Commission:	Artwork Value
	GST
	PST
	Total
Shipping inclusive of tax:	
Total including delivery:	
Shipment Scheduled:	