



DIANA PEREIRA · MOONACE

COMMISSION AGREEMENT

2D artwork · 3D artwork · Narrative and story-line



"THE WATER DRAGON" · PERSONAL PROJECT, BLENDER

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HOW A COMMISSION WORKS

Thank you for considering a commission. This page is the whole process in six steps. The next three pages are the terms, and after that comes the form.

1 YOU SEND THE REQUEST FORM (PART B)

Tell me what you want made, how it will be used, your wished deadline and your budget. I reply within a few days with questions, a price and a realistic timeline.

2 WE AGREE THE PRICE AND SIGN

Once the price is written into the form, we both sign it. The signed form plus these terms are our contract. Nothing starts before this step is complete and the first payment is made.

3 FIRST PAYMENT, THEN WORK BEGINS

You pay the first of three instalments (one third of the price) and your project enters my queue on the agreed start date.

4 WORK IN PROGRESS AND FEEDBACK

You receive progress updates at each phase (agreed between you and me). Two rounds of changes are included. This way we avoid extra costs.

5 SECOND PAYMENT BEFORE THE FINAL DETAILS

When the piece is nearly done you approve the direction and pay the second instalment. I then finish the final details.

6 FINAL PAYMENT AND DELIVERY

You pay the final instalment before any final work is delivered. Once the amount reaches me, you will get the final files in the agreed formats, signed by me, with the usage rights we agreed on.

PAYMENT

3 instalments of 1/3

URGENT (1-2 DAYS)

+50 €

INCLUDED CHANGES

2 rounds free

LATE ON MY SIDE

-5 € per day for you

PAYS WITH

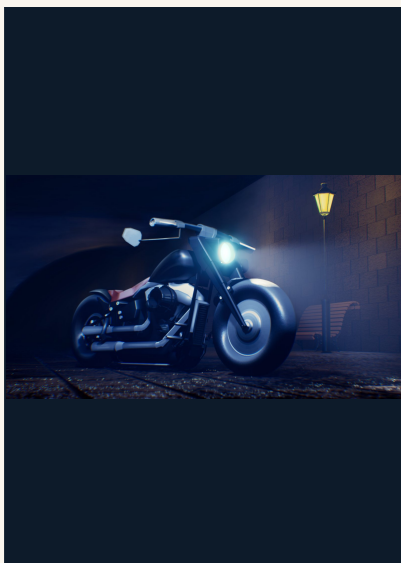
Bank Transfer or Revolut

STYLE

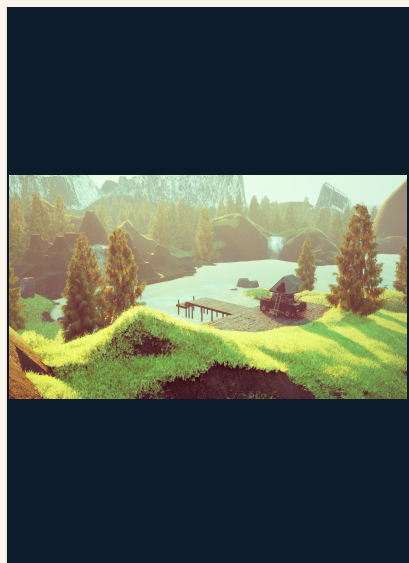
Stylised, not realism



2D · "IT'S A NORA KIND'A VIBE"



3D · "HARLEY AT NIGHT" (UE5)



ENVIRONMENT · "DEFENDER 110"



PART A · TERMS OF THE COMMISSION

Short and in plain English. "I" is Diana Pereira, working as MoonAce, based in Lithuania (EU). "You" is the client named in Part B. Part A and Part B together are our contract.

1. STARTING AND PAYING

- You send Part B. I reply with questions if needed, then with a price and an estimated start and delivery date. A quote is valid for **14 days** (The price I give you stays the same for two weeks. If you say yes within those two weeks, that is your price. If you come back later, just ask me again: my schedule and my prices may have changed by then, so I will send you a fresh quote.)
- **Nothing starts until we have both signed and the first instalment is paid.** Sketches or messages before that create no obligation on either side. (Sketches are part of the process, naturally it's made once the project starts. If any sketches are created for communication purposes **before** the signed contract, this does **not** bind either side.)
- **Three instalments of one third:** one to start, one right before the final details, one when the work is finished (work delivered after the third payment is made). Small jobs (under 100 €) may be asked in full up front (the situation needs to be evaluated and agreed upon).
- **Bank or Revolut transfer**, in euro (for bank transfers, the fees are covered by you, that is my price + the bank fees). The price quoted is the full price you pay: any tax that applies is included or written in the quote.
- Extras are added to the next instalment. Same happens for any discounts from my side - comes off the nearest one. **Late payment:** the work pauses after 7 days. After 14 more days I may end the job and keep what was paid for the work done. Overdue amounts bear the statutory interest of Lithuanian law (Civil Code art. 6.210). Final files are released only after the last instalment.

2. DEADLINES, HOLDS AND STAYING IN TOUCH

- The deadline is agreed before we start, around my other projects. A realistic deadline costs nothing extra.
Urgent work - a small project that needs to be done in 1 or 2 days: +50 €.
A longer project that needs priority over my other projects, increases +5 € per working day.
- **If I deliver late without warning: -5 € per day** (The full discount is made on the next instalment). A deadline that moved because of a hold, a late payment, late feedback or missing material is not my delay.
- **On hold:** either of us can pause the work - say for how long and when we resume. A hold with proper notice costs nothing. If you stop without notice and do not reschedule, the job closes and needs a new agreement. If I pause without telling you, you get 50 € off. If a project has to be put on hold over 60 days, this terminates the job, needing a new agreement to resume the work.
- **Three phases, three check-ins:** before each instalment we talk and you confirm the direction. **No reply for 3 days** from either side (announced holidays excluded) stops the work - resuming needs a new agreement. Decisions are confirmed in writing (email or our chat). Vacations on either side that can make the communication impossible should be notified with proper prior notice.

3. CHANGES AND FEEDBACK

- **Two rounds of changes are free.** Extra rounds cost 12 € to 30 € each depending on the work, up to three more rounds. Small tweaks that do not break the pace are free.
- One message per round, as clear as you can. Going back on something you already approved, or changing the concept, size or scope, is a new request with a new quote. For writing, a round is notes on a draft. A new plot, new characters or a new length is a new request.



- Work-in-progress images are working material: watermarked and upon written agreement may or may not be shared. Sharing my process in any way without any credit is against my legal rights and infringes copyright laws.

4. DELIVERY AND FILES

- Digital delivery after the last instalment, once you have approved the final version: **2D as PNG or JPG** at the agreed size. **3D as FBX, OBJ or GLB** with textures (Blender/ Unity/ Unreal Engine/ Godot scenes, can be a delivery format, but it will only contain the final approved project). **Writing as PDF**.
- Layered files, sculpts and project files stay with me unless we agree a price for them.
- Report a technical fault (corrupt file, wrong size) within 7 days and I fix it - free. I keep a copy for 6 months, please keep your own backup too.

5. RIGHTS, CREDIT AND AI

- **I keep the copyright** in everything I make, sketches and drafts included. You get a licence for the use written in Part B, starting when the last instalment arrives.
- **Personal use (the default):** keep it, print it for yourself, use it as avatar, banner or wallpaper, post it with credit. No selling, no products, no claiming it as yours.
- **Commercial or project use** is fine when stated in Part B: **Credited = no extra payment. Not credited +70 %.** **Not credited but I may still display it +50 %.** Credit line: "Art by Diana Pereira (MoonAce)" or "Written by Diana Pereira". Ghost-written writing: +30 %.
- **Exclusivity** (not applied for recreation of a personal moment, loved ones, pets or yourself): never reuse **+100 %**. I may reuse only after 5 years **+50 %**. 4 years **+40 %**. 3 years **+30 %**. 2 years **+20 %**. 1 year **+10 %**. Exceptions (your story, your OC) can be agreed.
- **Never:** erase or crop my signature, rework, recycle, repaint or trace the work, resell it, print it for sale, make NFTs or pass the licence on, unless agreed. A full copyright transfer is only possible by a separate paid agreement.
- **No AI, either way:** I make everything by hand and you do not supply AI material. My work may **not** be used to train, prompt or test any AI (rights reserved under Directive (EU) 2019/790, art. 4), doing so ends the licence and legal charges may apply.

6. PORTFOLIO, VIDEOS AND CONFIDENTIALITY

- **Portfolio:** I may show the finished work on my website and socials, saying no costs **+70 %**.
- **Process and breakdown content:** I make videos and posts about how the work was made (a breakdown of the assignment, a breakdown of the process). In Part B you choose: yes or no, named or anonymous, during the work or only after delivery. Saying no costs nothing.
- I never publish your personal data or payments, and project details stay confidential while we work. **I will sign an NDA** if needed, as long as these terms are respected (an NDA cannot remove my copyright or my payment).
- If you post the work, please credit me and keep the signature. I love being tagged and respected.

7. WHAT I MAKE AND DO NOT MAKE

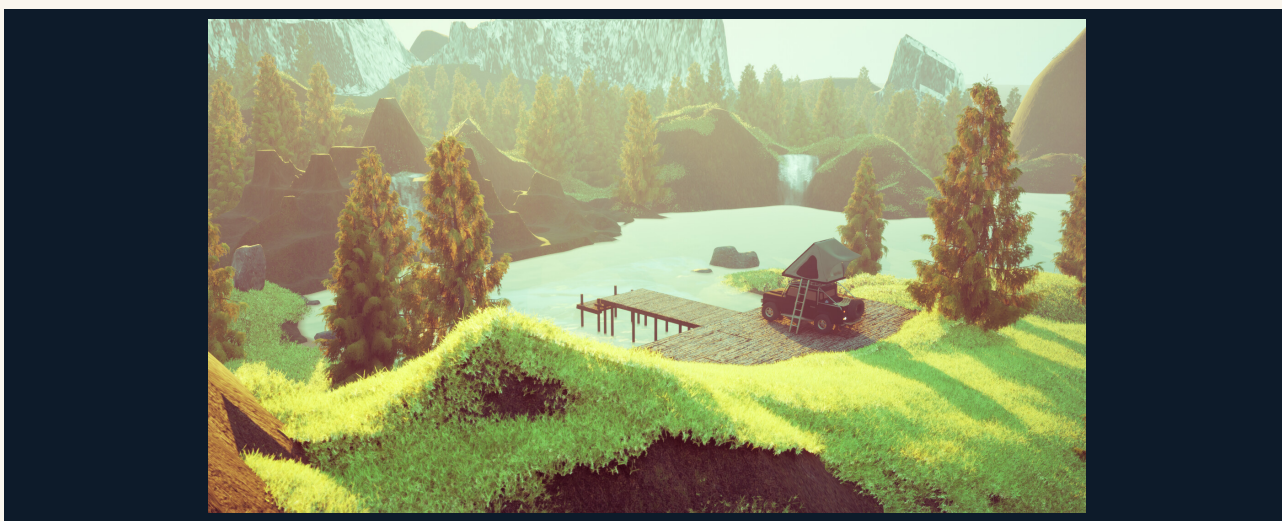
- Stylised work only (stylised, sketchy, painterly...): **no realism**. By commissioning me you are commissioning my style. "I do not like it" is not a reason for a refund when I followed the brief.
- **Politics and religion:** my work and my name are not for political or religious agendas or manipulation. Exceptions (sides of a war, a historical scene) can be discussed with me before we start.
- **Explicit content:** no explicit sexual acts. Intimate, suggestive, gory or death scenes are possible, but only to a certain extent. Describe exactly what you mean and how it should look, then I decide. Explicit work only with

my written consent and only with adults.

- Nothing illegal, infringing, harassing or hateful. I can decline any request.

8. CANCELLING, PROBLEMS AND THE LEGAL BITS

- **You cancel:** before I start, you get a refund minus a 10 % booking fee. After I start, the current instalment is kept and later ones are not owed. Unfinished work stays mine. **I cancel** (illness, a problem I cannot solve): you get a refund minus a 10 % booking fee. A payment dispute or chargeback opened when no refund is due ends the licence, and I will contest it with our written record.
- **The 14-day right to change your mind (EU):** EU law gives a private customer 14 days to change their mind about something bought online and get a full refund. Custom work made to your specification does not fit that rule. So by ticking the box in B5 you ask me to start on the date we agree, even if that date is within the 14 days, and you accept that once I start you give up those 14 days. The same applies to the files once they are delivered (Directive 2011/83/EU, art. 16(a) and (m)). I confirm your request by email.
- **I can end the job at once** if this agreement is broken, for disrespect, harassment, bribery, or content I do not make. Paid instalments cover the work done.
- **Your side:** the references and material you send are yours or you have permission to use them (and are not AI-generated), you cover claims caused by them or by your use of the work. **My liability** is capped at what you paid me.
- **Your data** (name, email, country, project, payments) is used only for the commission and the invoices the law makes me keep, shared only with my bank or Revolut, my accountant or the tax office, ask any time to see, fix or delete it (GDPR).
- **Illness or force majeure** on either side: tell the other. Deadlines extend, no penalties. Over 30 days either of us may end the job.
- **Legal:** changes only in writing (email counts), paper, scanned, typed-name or e-signatures all count. The agreement is valid when we both hold a signed copy.
If there is a disagreement we talk first (30 days) before any court.
Lithuanian law and courts apply.
If this agreement ever gets translated, the English version prevails.



3D · "DEFENDER 110" · VEHICLE AND ENVIRONMENT



PART B · COMMISSION REQUEST FORM

Fill in what you can and leave the rest blank, we can work it out together. B4 is for me to fill in with the price before we both sign in B5.

B1. YOUR DETAILS

Full name

Email

Country

Company / studio (if any)

Preferred contact channel

B2. THE PROJECT

What kind of commission is this?

☐ 2D artwork

☐ 3D model / scene

☐ Both 2D and 3D

☐ Narrative / writing

Wanted art style

Stylised, sketchy, painterly, cel-shaded... (no realism)

What do you want made?

What you want made (bust, full body, character sheet, environment, hero prop, vehicle, cover, comic page, genre, outlines...), extras (characters, assets, props), and specifics: time of day, lighting, colour palette, perspective, pose, mood, what must and must not be in it.

Size and end product

A4 / A5 / 1920x1080 / square, horizontal or vertical, digital or for printing, polygon budget or engine for 3D. Font, format and size for writing

References (links or attached files)

Links, or the names of files you attached. By sending them you confirm you may use them (A8).

Narrative / writing details

Writing only: format and length (short story of ~3 000 words, lore bible, 20 lines of dialogue, script for 8 pages), genre, tone, point of view, and any existing canon or characters to respect.

☐ Writing credited to Diana Pereira

☐ Ghost-written, no public credit (+30 %, A5)

How will the work be used?

☐ Personal use only

☐ Commercial / part of a product

☐ Part of a project (game, comic, film, book...)

Describe the use

**Wished deadline****Speed**

- ☐ Normal, realistic deadline (no extra cost) ☐ Urgent, 1-2 days (+50 €) ☐ Priority over other projects (+5 € per working day)

Budget range (EUR)

B3. PERMISSIONS AND OPTIONS

Tick what applies. Percentages are added to the base price (see Part A).

Portfolio (A6)

- ☐ Yes, show the finished work in your portfolio ☐ No (+70 %)

Process and breakdown content: videos, posts, streams about the assignment and how it was made (A6)

- ☐ Yes, process and breakdown content is fine ☐ No content about this commission

If yes:

- ☐ You may name me / my project ☐ Keep me anonymous
☐ The brief details may be shown ☐ Keep the brief details private
☐ Sharing may start during the work ☐ Only after final delivery

Commercial use (A5)

- ☐ Commercial use, artist credited (no extra) ☐ Not credited (+70 %) ☐ Not credited, but artist may display it (+50 %)

Exclusivity (A5)

- ☐ Not exclusive ☐ 1 year (+10 %) ☐ 2 years (+20 %) ☐ 3 years (+30 %)
☐ 4 years (+40 %) ☐ 5 years (+50 %) ☐ Permanent (+100 %) ☐ Agreed exception

Other

- ☐ NDA needed ☐ No NDA
☐ Explicit or mature content intended (needs written consent, A7)

B4. PRICE AND SCHEDULE (FILLED IN BY THE ARTIST)

Base price (EUR)**Add-ons and adjustments**

urgent, priority days, extra rounds, no portfolio, uncredited, exclusivity, ghost-writing, source files

Final agreed price (EUR)**Instalments**

e.g. "3 x 200 €", or "in full" for small commissions

Estimated start / delivery**Payment method**

- ☐ Bank transfer ☐ Revolut transfer



B5. AGREEMENT AND SIGNATURES

Tick the three boxes, then sign. Only sign after a price has been written into B4.

- ☐ I have read and agree to Part A and to the details in Part B.
- ☐ I ask Diana to start on the date we agreed, even if that is within 14 days of signing, and I understand that once the work starts (and once the files are delivered) I give up the EU 14-day right to change my mind and get a refund (A8).
- ☐ I may use the references I supplied (A8), and the work will not be used with AI (A5).

CLIENT

Signature (typed full name or drawn)

Printed name

Date

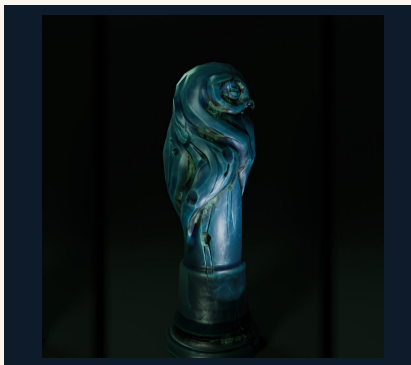
ARTIST

Signature

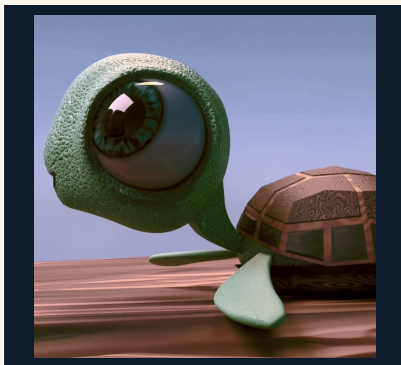
Diana Pereira (MoonAce)

Date

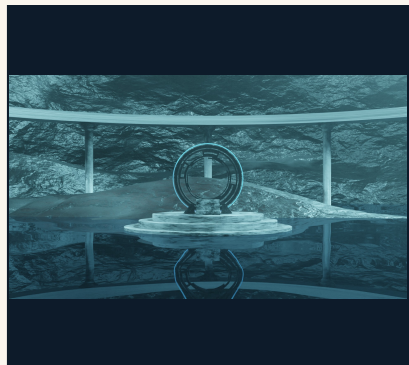
A typed full name in the signature field counts as a signature (A8). Keep a copy: the agreement is valid when both of us hold a copy signed by both.



3D · "OWL"



3D · "BABY TURTLE"



SCI-FI · "ENERGY RING"

I'm glad we made it this far, let's make it happen!

Thank you for your time on the formalities and for the trust in my work :)

"We all live by the same Moon, we're all MoonAce's."

DIANA PEREIRA · MOONACE · MOONACE.GITLAB.IO
ALL MY OTHER LINKS AT LINKTR.EE/MOONACEORIGINAL