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**Staff Use Only**

Artist _____	Agent _____
Address _____	Address _____
Phone _____	Phone _____
Email _____	Email _____

### Print Shop Control Sheet

Number of copies	Title	Price	Number Sold	Number Returned	Total Purchase
Total # of pieces in printshop				Printshop Subtotal	

Return Shipping:	USPS	Note, if you have a P.O. box, you must use USPS	FedEx	Convention Pick-up
If all artwork sells should we return your packaging?      Yes      No				
Special notes or requests				
I verify that I have received all unsold art from this convention				
Artist _____ Agent _____				
Signature of responsible party				

Display Fees Paid	
Paid Return Postage	
Subtotal	
Commission	
Actual Ret Shipping	
Total Due Artist	