



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					

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				
Signature of responsible party				

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