



## THE SMALL PRINT

Last revised: 18th June 2009

This document provides a simple outline of the Split terms and conditions. Please read them carefully.

### 1. Copyright ownership

**1a)** The copyright on all artwork remains the property of Split, and is licensed to you, the client, to use only for its intended purpose. The intended purpose is defined as the initial, agreed upon, purpose for which the artwork was created.

**1b)** Should you want Split to modify the work, or have it professionally modified yourself, (for example to add/change details for a new print run, or alter the designs to use for a new purpose) please just ask - in most cases this will not be a problem.

**1c)** Any material provided by 3rd parties remain solely the property of their prospective owners. Any material provided by you, the client, remain solely the property of you and/or your company.

**1d)** Any resale of artwork provided by Split is not permitted without prior consent.

**1e)** Should you wish to purchase the full copyright to all or parts of artwork this may be possible. Please get in touch.

**1f)** All preliminary work, including sketches, rough work, drafts and proofs are the property of Split and may not be reproduced in any way without prior consent.

If you are unclear about where you and/or your company stands in relation to the ownership of copyright, please feel free to get in touch.

### 2. Proofing and signing off

Before any artwork is sent to print, a final proof will be sent to you for approval. Please check the designs very carefully. After you have signed off the work Split cannot be held responsible for any mistakes shown in the proof that later appear in print - this includes any incorrect spellings, dates, information, sizes, colours or imagery.

### 3. Payment of fees

Unless agreed otherwise, payments should be made 50% in advance and 50% on delivery.

### 4. Confidential information

Information provided by both Split and you, the client, may be of a confidential nature. It is the duty of both parties to ensure to the best of our abilities that any confidential information not disclosed to any third party.

### 5. Agreement to terms and conditions

By giving payment to Split you are acknowledging you have read, understood, and agreed to the above terms and conditions. A written email/paper confirmation will also be requested.