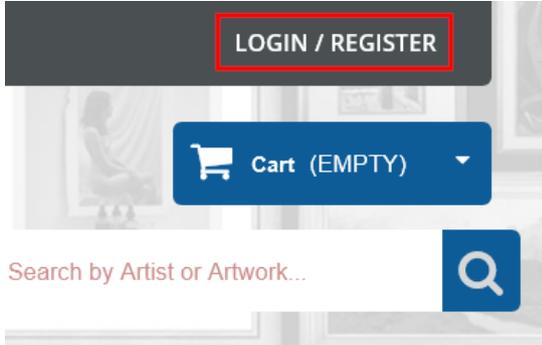


Part 1: Registering as Artist

Click the account-section at the top right of the page



Proceed to input your email address and press 'Register as Artist'.

AUTHENTICATION

CREATE AN CUSTOMER ACCOUNT

Please enter your email address to create an account.

Email address

[Create an customer account](#)

OR

[Register as artist](#)

Search Keywords*

Abstract, street art, contemporary

Description for Search Engine

A few sentences about the artist to show up on Google and other search engines.

Privacy Policy*

Rich text editor for Privacy Policy with toolbar and text: Just put a 'dot' (.) here unless you have a separate policy. Colonia-Art does not use this, but it is necessary to have a character here in order for the artist profile to be saved.

Return Policy*

Rich text editor for Return Policy with toolbar and text: Just put a 'dot' (.) here unless you have a separate policy. Colonia-Art does not use this, but it is necessary to have a character here in order for the artist profile to be saved.

Shipping Policy*

Rich text editor for Shipping Policy with toolbar and text: Just put a 'dot' (.) here unless you have a separate policy. Colonia-Art does not use this, but it is necessary to have a character here in order for the artist profile to be saved.

General Search Policy **Bank Information**

Select*

Bank Wire

Note: Information will only be used in case of CA+. Only one payment information can be saved at a time.

Account Owner*

Banksy

Details*

EN78 INGB 01 2910 1029

IBAN- or bankaccount-number

Other necessary information like BIC or adress*

Schoolstreet 12a

Additional extra Information

Part 3: Adding a Artwork

New Product

Set the Product Type +

Once the new product is saved, you cannot change the product type on edit.

Single Artwork

Serie of Artworks (you need to create single artworks first)

Digital Art (downloadable)

Next

First select the type of artwork. Most of that will be 'single artwork' (simple). Click next.

In this information you can input the basic information. Pick your own **article number** (this gets changed in Colonia-Art system) and give the artwork a **name**. You can also do that in several languages. Leave 'EAN-13'- and 'UPC'-field **blank**. Make sure to check the '**show price**' checkbox if you would like to show price.

Information

Name*	Reference Code (i.e. 2021-2 or A321)*
Throw Flowers	2021-3
EAN-13 or JAN barcode	UPC barcode
Active	Visibility
Yes	Everywhere
Condition	Manufacturer
New	Banksy

Options

Available for order Show price Online only (not sold in your retail store)

Short Description

<> ↶ ↷ Formats **B** *I* [List Icons] [Link Icon]

- Lithograph from mural
- More information 2
- More information 3

ul » li

Description

<> ↶ ↷ Formats **B** *I* [List Icons] [Link Icon]

Background information regarding the artwork

p

Tags

Each tag has to be followed by a comma. The following characters are forbidden: !<>?=#"{}_\$.

In the price-tab you should leave the tax-option as **'No Tax'**, as Colonia-Art uses a separate accounting program for this. Input the **Total Price**. Apply a discount and the start and end date additionally. In that case do not forget to mark the **'Display on sale icon'**.

Price

Total Price* Retail Price(Tax incl.)

Tax* Additional: apply a discount of

Discounted Price Start Date Discounted Price End Date

Display the "on sale" icon on the product page, and in the text found within the product listing.

Now proceed to the Categories-tab to select the categories. **Always select 'All Artworks'** and pick your default category.

Categories

Categories*
Cannot make home category as default category. In order to add default category please select other categories.

- Start (2 selected)
 - Paintings
 - Photography
 - Drawings
 - Sculptures
 - Works on Paper
 - Exhibition Posters
 - Lijsten
 - Digital Art
 - Jewelry
 - Mirrors
 - Applied Arts
 - Eco Art
 - All Artworks
 - Collections
 - Ironwork

Choose Default Category*

You can input some search engine information in various languages as well. This is not necessary. In that case Colonia-Art's basic settings will be used.

Search Engine Information

? Search Engine Title
29 Artwork by Artist: Banksy - Throw Flowers

? Meta Description
91 Famous lithograph of artwork 'Throw Flowers' by British artist Banksy

? Friendly Url*
throw-flowers-banksy

 The product link will look like this:
<http://www.colonia-art.com/en/2480-throw-flowers-banksy.html>

Press the 'Save and Stay'-button now.

Images

i You can upload image of maximum size: 8 MB

New Image Caption

Add new Image to this product [Add Image..](#)

Image	Caption	Position	Cover	
	<input type="text" value="Banksy - Throw Flowers"/>	<input type="text" value="1"/>	<input checked="" type="radio"/>	

Features +

Quantities +

Categories +

Shipping +

~~Suppliers~~ +

~~Combinations~~ +

Save and Stay [Save](#)

You can select various features for your artwork so that buyers can filter and your artwork will have better visibility throughout the Colonia-Art platform. You can also input a custom value if needed. Not everything needs to be filled in.

Features	
Technique: Lithography	Custom:
Surface: Handmade Paper	Custom:
Year: 21th Century	Custom:
Country of Origin: England	Custom:
Signed: No	Custom:
Topic: Other	Custom:
Style: Street Art	Custom:
Time Period: ---	Custom:
Image Size: ---	Custom:
Total Size: ---	Custom: 101 x 99 cm

Lastly, input quantity and additional shipping information. Shipping information is not obligated.

Quantities

Quantity

Shipping

Package Width

Package Height

Package Depth

Package Weight

Now you can save your product. After it gets approved it will show up on the Colonia-Art platform. Please do **NOT** fill in the 'Supplier' and 'Combination'-tabs.

Colonia-Art hopes to offer a convenient input process and will attract a lot of potential customers.

If you have any questions or need help, do not hesitate and please use the contact form or mail us directly at info@colonia-art.com

Thank you and kind regards,

Team Colonia-Art