

Terms, Policies & Conditions of Sale

Last updated: 18th August 2026

This document governs all purchases made through agbawearchives.com. By placing an order, you agree to the terms below.

1. Definitions

Limited edition — an artwork produced in a fixed, capped quantity, signed and individually numbered.

Open edition — an artwork produced without a capped quantity, not individually numbered or signed.

Certificate of Authenticity (CoA) — a document issued with every limited-edition work, confirming its edition number and origin.

Business day — Monday to Friday, excluding Ghanaian public holidays.

Buyer — any individual or entity purchasing a work through agbawearchives.com.

2. Orders & Payment

Payments are processed securely through Paystack, covering card, Mobile Money, and bank transfer, locally and internationally.

We don't accept payment confirmation by screenshot, email, or any method outside our official checkout. Every order is verified through Paystack directly before it moves to preparation.

If you're contacted by anyone claiming to represent Agbawe Archives asking you to change payment details or send money outside checkout, don't respond, and contact us directly at hello@agbawearchives.com to verify.

Cancellations

Orders can be cancelled within 24 hours of purchase, before framing begins. Once preparation has started, the order can no longer be cancelled.

3. Shipping

Shipping costs are calculated by destination and charged separately from the price of the work. This applies to all orders, including local delivery within Accra.

Please allow **3 to 5 business days** for framing and preparation before your order ships. The timelines below begin once your order has been shipped, not from the date of purchase.

International shipments may be subject to customs duties or import taxes on arrival. These are set by the destination country, not by us, and aren't included in your shipping cost.

Destination	Timeline
Accra	1–3 working days
Ghana	3–5 working days
West Africa (By Land)	7–14 working days
West Africa (By Air)	14–21 working days
International (By Air)	15–25 working days
International (By Sea)	30–45 working days

4. Packaging

Every artwork is framed, packed with care, and shipped in a rigid, custom-fit crate with corner protection and interior padding. Glazing is secured and cushioned separately

from the frame to prevent movement in transit. Framed works are not available for flat, unframed shipping or pickup.

Limited edition works are packed with their Certificate of Authenticity.

5. Delivery

All orders require a direct signature on delivery. This confirms exactly when and to whom a piece was delivered, and protects both parties. Packages can't be left unattended or rerouted without our direct authorization.

For deliveries within Ghana, we require a GhanaPostGPS digital address alongside your delivery details, to avoid misdirected shipments.

If a delivery is refused, or goes uncollected after multiple attempts, return shipping is the buyer's responsibility.

Title to the artwork transfers to the buyer upon signed delivery.

6. Damage Policy

Every artwork is photographed before it leaves us.

If your artwork arrives damaged, photograph the crate, the frame, and the artwork itself within 24 hours of delivery, and email us at hello@agbawearchives.com. If you weren't able to inspect your delivery within that window, contact us as soon as you can and we'll work with you.

We review every claim individually, which may include comparing your documentation against our pre-shipment records. Once a claim is approved, we'll arrange collection of the damaged piece and dispatch its replacement at no cost to you.

We don't accept returns for change of mind, but damage in transit is on us, always.

7. Returns Policy

All works sold through Agbawe Archives are final sale.

Limited edition works are signed and individually numbered. Open edition works are made without a fixed edition size. Either way, we don't accept returns for change of mind, wrong selection, or second thoughts once an order is confirmed.

If a piece arrives damaged, our damage policy applies in full.

Take your time before you buy. Look closely at the work, check whether it's limited or open edition, and ask us anything before you commit. Once your order is confirmed, the sale is complete.

8. Authenticity & Editions

Every limited-edition work is signed, numbered, and issued with a Certificate of Authenticity.

If you'd like to verify a piece's authenticity, email us at hello@agbawearchives.com with the name of the artwork, date purchased and the certificate number and we'll confirm it against our records.

Open edition works are made without a capped edition size and aren't individually numbered.

We keep a permanent internal record of every work we sell. If you're ever unsure whether a piece is genuinely from Agbawe Archives, contact us directly before buying from a third party.

9. Copyright & Usage

Purchasing a print from Agbawe Archives transfers ownership of that physical piece. It doesn't transfer reproduction rights, commercial usage rights, or copyright, all of which remain with the artist.

Images from our catalogue may not be reproduced, reprinted, or used commercially without written permission. This is protected under the Copyright Act, 2005 (Act 690) of Ghana.

10. Data & Privacy

We collect the personal information necessary to process your order: your name, contact details, and delivery address. This information is used solely for order fulfillment and isn't sold or shared with third parties beyond what's required to complete delivery and payment processing.

A full Privacy Policy, addressing data storage and your rights under Ghana's Data Protection Act, 2012 (Act 843), will be published separately.

11. Limitation of Liability

Agbawe Archives' liability in connection with any order is limited to the price paid for the work. We aren't liable for indirect or consequential loss, including loss of enjoyment, opportunity, or anticipated value.

Artwork is sold as seen. Colour and finish may vary slightly from screen representation due to differences in display calibration.

12. Force Majeure

We aren't liable for delays or failures caused by events outside our reasonable control, including but not limited to natural events, courier disruptions, customs delays, or power or network outages.

13. Governing Law

These terms are governed by the laws of the Republic of Ghana, including the Sale of Goods Act, 1962 (Act 137), the Contracts Act, 1960 (Act 25), and the Electronic Transactions Act, 2008 (Act 772), where applicable.

Any dispute arising from a purchase will first be addressed through direct, good-faith communication with Agbawe Archives before any further action is taken.

14. Changes to This Policy

These terms may be updated periodically. The version in effect at the time of your order is the version that applies to that purchase. The current version is always available on [Our Website](#)

15. Contact

Agbawe Archives

Accra, Ghana

hello@agbawearchives.com