

FlexiPix

Wedding Photography Agreement



FlexiPix
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Dear Couple,

Congratulations on your Engagement and thank you for choosing FlexiPix for your Wedding Photography. We have considerable experience with Weddings and understand the importance of this significant event in your lives. Therefore, to ensure that we are best able to capture this event, we recommend having as many of the details sorted out in advance of the Wedding day as possible. This gives us the greatest chance of capturing your special day and takes away all the guess work.

This agreement is used to outline all your special requirements and to plan all the details. You do not need to answer every question up front. Please record what you already know. You can provide us with extra detail as required. Should you have any questions or need assistance, please contact us at any time. We are more than happy to help.

Regards, Dave and Tanya – FlexiPix.

Wedding Date:	Photography Commencement Time:
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Contact Details

Bride:	Phone Home: Phone Work Mobile:
Home Address:	Email:
Groom:	Phone Home: Phone Work: Mobile:
Home Address:	Email:

Wedding Coordinator:	Phone: Mobile:
Postal Address:	Email:

Bridal Party and VIP Details

Bridal Attendants:

Person
eg. Jane Smith

Position
eg. Matron of Honour

Relationship
eg. Friend

Bride's Family:

Groom's Family:

Additional Information:

1. Is there a page boy or page girl? Yes / No (if "Yes" please provide details)

2. Colour of bridesmaids dresses?

3. Flower types?
- 4.

Bride Preparation Details

Bride Preparation Coverage: Yes / No	Time:
Address:	Phone:
<p>Additional Information:</p> <ol style="list-style-type: none">1. Who will be with the bride getting ready?2. Old, new, borrowed, blue item details to capture?3. Gifts for the bridesmaid/groomsman to capture?4. What time does the bride anticipate getting dressed?5. Length of veil – will it stay on?6. What time will the car/limo arrive to collect the bride to go to the ceremony? <p>Other Details:</p>	

Groom Preparation Details

Groom Preparation Coverage: Yes / No	Time:
Address: (eg home / venue prior to Ceremony)	Phone:
Additional Information: 1. Who will be with the groom getting ready? Other Details:	

SAMPLE ONLY

Wedding Ceremony Details

Ceremony Address:	Ceremony Time:
Ceremony Contact:	Phone:
Additional Information: 1. Name of Minister / Celebrant? 2. The order of the service (readings, candle lighting) 3. What photography can we do during the Ceremony? (limited, special points only, unlimited -full ceremony) 4. Can we use flash photography during the Ceremony? 5. Are there friends / family doing anything special (reading, music etc) to capture? 6. Is there music at the ceremony or reception – eg stringed quartet?	

Post Ceremony, Pre Reception:

1. Special guests that you would like specific photos of?
(eg. Grandparents, over-seas guests)

2. Is the car/limo taking the bridal party from the ceremony to the reception?

3. Is the car/limo available to take the bridal party to a photo location between the ceremony venue and the reception venue?

Post Ceremony Photography Locations:

Special details / poses / styles / props etc:

Reception Details (only provide what is needed for the agreed coverage)

Reception Coverage: No Coverage or Mock Cake and Waltz or Full Coverage	Reception Time:
Reception Address:	Reception Room:
Reception Contact	Phone:
Number of guests expected:	Time Guests Seated:
Time Bride and Groom Depart:	Time reception ends:
<p>Additional Information:</p> <ol style="list-style-type: none"> 1. Would you like a thankyou card with a photo of you and the web site on it – if so how many guests (and postal vs table setting)? 2. Who is your MC? 3. Order of Events and times (only applicable if photography coverage includes full reception) 4. Will there be a bouquet throw? 5. Will there be a garter throw? 6. Will there be a farewell circle/archway? <p>Other Details:</p>	

Additional Details

1. Preference for photo style (e.g. formal, photo-journalistic, artistic, blended etc)
2. Is there a wet wether plan (series of alternatives to the main ceremony, photo location and reception plans)?
3. How long is the bride and groom away for at the honeymoon – for follow-up after.
4. Other details:

SAMPLE ONLY

Terms and Conditions

1. This is an agreement between the undersigned, hereinafter referred to as "customer" and FlexiPix hereinafter referred to as "Studio" or "Photographer".
2. Customer agrees that the bride and groom will contact the photographer at the studio one (1) to two (2) weeks before the wedding date in order to make final the shooting times, locations and bride and groom's request for specific photographs.
3. It is understood that the Studio is the exclusive photographer and others taking photographs will be permitted only at the discretion of the Photographer. Family and friends are permitted to take photographs as long as they do not disturb, delay or interfere with the Photographer's duties.
4. The photography schedule is designed to accomplish the goals and wishes of the bride, groom and photographer in a manner enjoyed by all parties. The bride, groom and photographer agree that cheerful cooperation and punctuality are therefore essential to that purpose. Shooting time commences at the scheduled start time. If the bride and groom request more time than the package includes, the overtime rate is \$100.00 per ½ hour.
5. No part of any order will be delivered until the package balance is paid in full. Any additional photographs ordered for your album or "loose", for friends and family must also be paid in advance.
6. Copyright on all images and work remain the exclusive property of the Studio. License for use of printed or digital images are provided to the customer specifically for non-commercial purposes - unless otherwise noted within this contract.
7. Studio reserves the right to use photographs, images and/or other reproductions for display, publication and competitions.
8. Additional orders will be at an additional charge and cannot be taken out of the bride's album total.
9. Should the customer cancel the studio's services for the wedding date specified in this agreement, the customer realizes that this could result in damages to the studio. Since it is impossible to ascertain the extent of these damages at this time, it is agreed that the studio is entitled to retain the deposit and all of the payments scheduled to be made as of the date of the notice of cancellation.
10. In the unlikely event that the photographer is injured or becomes too ill to photograph the wedding, every possible effort will be made to secure a replacement photographer. If the situation should occur and a suitable replacement photographer is not found, responsibility and liability is limited to the return of all payments received for the wedding package. Photographer takes the utmost care with the respect to the exposure, transportation and processing of the photographs. However, in the event the studio fails to comply with the terms of this agreement for any reason, the studio's liability and responsibility is limited to a refund of all the monies paid by the customer. The limit of liability for a partial loss of originals shall be a prorated amount of the package selected based on the percentage of the originals lost.
11. Pictures are taken with available background. Photographers are prohibited from moving objects or performing any cosmetic duties. Performance of these duties is solely the responsibility of the customer.
12. Double exposures, time exposures, sunrise, sunset and special effects are not guaranteed.
13. The studio takes the utmost care with respect to the exposure, printing and delivery of photographs. However, in the event the studio fails to comply with the terms of the contract, due to negligence, accident or any other avoidable or unavoidable action in performing the functions set forth in this contract, the studio and/or the photographers liability is limited to refund of monies paid. The studio reserves the right to engage the services of any agent or assistants which it may deem proper and necessary to perform its duties.
14. With on-location photography, the photographer is limited to existing and often uncontrollable environmental restrictions and is not responsible for subjective or objective limitations or conditions such as background, weather, lighting or posed positioning.
15. The photographer attempts to capture as many poses and groups as the customer requests; however is limited to time, availability of people and other location or environmental conditions and is not responsible for any individual or group photographs that may have not been taken.
16. All finished orders must be picked up within 60 days of notice of completion.
17. Unless otherwise stated, Proof photographs are made available via CD, DVD or web site only. Proofs will be of lesser visual quality and may contain watermarks or copyright information.
18. Every effort is taken to ensure electronic media is free of fault, virus or other malicious code. No responsibility is taken for any damage or loss of function that may occur as a result of use by media that is supplied.
19. Customer hereby agrees to be responsible for any damages to our equipment or injuries to our photographers that are caused by you or your guests.
20. All services, products and items sold or delivered are subject to Australian tax law. All prices quoted and charged are inclusive of GST.
21. With any package, a deposit of no less than 1/3rd is due at the signing of the contract, with no less than 1/3rd to be paid (4) weeks prior to the wedding and the remainder to be paid (2) weeks prior to the day of the wedding.
22. This agreement contains the entire understanding between the photographer and the bride and groom. It supersedes all prior and simultaneous agreements between the parties. The only way to add or change this agreement is to do so in writing, signed by ALL parties. If the parties waive one provision of this agreement that does not mean that any other provision is also waived. The party against whom a waiver is sought to be effective must have signed a waiver in writing.
23. Returned cheques are subject to a return and processing charge.
24. Any breach of this agreement will constitute a reason for non-completion of the job with no liability to the Photographer.

Services and Payment Schedule:

Services / Items / Package	Cost
The <i>FlexiRomance</i> Package provides you with:	
Up to 5 hours Coverage – unlimited photos taken.	
1 - Proof Album with Order Forms.	
208 - 6x4 archive quality photo prints.	
1 - 200 pocket album for 4x6 photos.	
2 – 6x4 four photo Folios.	
20 – 5x7 archive quality enlargement prints.	
2 - 5x7 ten photo Glamour Folios.	
4 - 6x8 archive quality enlargement prints.	
3 - 8x12 archive quality enlargement print.	
3 - 8x12 single photo Folders.	
4 - 6x8 single photo Folders.	
Post processing, On line proofing and On line reprint ordering.	
Password protected Website of photos for nine months.	
1 - CD of proof quality photos with menu system for computer, email or web usage. Standard case. Note: not considered suitable for normal photographic printing quality.	
1 - DVD slideshow of selected photos playable in most DVD players onto a TV screen. Standard case	
\$250 towards Album options or Wall Frames or Canvas Prints.	
Travelling.	0
Total cost (inclusive of GST)	\$1750.00

Payments	Amount	Due
Deposit	\$250.00	now
Remainder Payment	\$1500.00	2 weeks before Wedding
(Note: These are approved alterations to point 21 in Terms & Conditions above)		

Signatures:

By signing this Agreement and Contract, the undersigned hereby agree that the above prices, payment schedule and ALL TERMS and CONDITIONS as set forth herein are satisfactory and are hereby accepted. We the undersigned have received a copy of this contract and acknowledge that it is a legal and binding document.

Bride:

Date: / /2007

Groom:

Date: / /2007

FlexiPix:

Date: / /2007

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