

■ Contract

C O N T R A C T

Marketing Information:

Referred by: _____
Phone: _____
 Internet
 Friday-Ad
 Magazine
Yellow Pages

Personal Information:

Brides Name: _____
Address: _____

Postcode _____
Home Phone: _____
Work Phone: _____
Occupation _____
Grooms Name: _____
Address: _____

Home Phone: _____
Work Phone: _____
Occupation _____

Wedding Information:

Date of Wedding; _____
Time: _____
Location: _____

Address: _____
Phone: _____

Officiating
Number in Wedding
Party: _____
Reception Location: _____

Photographer Start
time: _____

Photography
Duration _____

Alan Leslie Photography

www.alanleslie.com

alan@alanleslie.com

(01323) 728167

(07793) 366695

Bride's Parents

Names _____

Address

Groom's Parents

Names _____

Address

Bridesmaids

Ages : _____

Best Man

Names : _____

Age : _____

Family Issues which may affect behavior on the day : _____

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Terms and Conditions

1. This is an agreement between the undersigned, hereinafter referred to as "customer" and Alan Leslie Photography, hereinafter referred to as "Studio".
2. Customer agrees that the bride and groom will contact the photographer at the studio (3) to (4) 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 Studio.
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.
5. No part of any order will be delivered until the package balance is paid in full. Any additional prints or products ordered for your album or "loose", including for for friends and family, **must also be paid in advance. Promotional prices apply only to products ordered and paid for within the promotion period.**
6. Original Images and Files remain the exclusive property of the studio. Unless otherwise noted on page three of this contract.
7. Studio reserves the right to use Images and/or other reproductions for display, publication and competitions, or for any reason in the interests of the studio.
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 is 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 booking fee and all of the payments scheduled to be made as of the date of the notice of cancellation. These monies will be considered as liquidated damages to compensate the studio for loss of income rather than as a penalty.
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.

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11. Wedding 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. Any touch-up will be done on digital files and may be charged at current rates.
13. Double exposures, time exposures and special effects are not guaranteed.
14. The studio takes the utmost care with respect to the exposure, development 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.
15. 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, lighting or posed positioning.
16. The photographer attempts to capture as many poses and groups as the customer requests; however is limited to time and not responsible for any individual or group photographs that may have not been taken.
17. Prints and products from the clients' choice of package, must be ordered and collected within twelve months of the wedding date. Any orders after this time may be subject to increased prices.
18. All finished orders must be picked up within 60 days of notice of completion. There will be a service charge of 1.5% per month on the total cost after that and each month thereafter unless prior arrangements have been made with the studio.
19. Proof albums, if used instead of a DVD, are usually ready within 28 days of the wedding date. The bride and groom are responsible for lost, stolen or damaged proofs. All Proofs must be returned to the studio on demand. Total loss will be charged at £10.00 per proof image. Partial Loss will be charged at £10.00 per proof image, plus percent of album damage. Lost / unreturned DVD proofs will be charged at £45 per DVD.
20. 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.
21. Customer agrees to indemnify the studio for any charge a venue used may levy on the studio.
22. All items delivered are subject to tax.
23. With any package, a **booking fee** of either **£350** or **ONE THIRD of the total package price**, whichever is the **greater**, is due at the signing of the contract, with the remainder to be paid not less than **(4) weeks prior to the day of the wedding**. Failure to comply will be considered as termination of booking, breach of contract and the studio entitled to retain booking fee and recover damages not less than the package price.

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24. Photographer's time limits are absolute. Photographer's time includes travel to and from any venue or location, waiting time and delays which are not the fault of the photographer. The customer understands and agrees, that any requirement, for whatever reason, of the photographer to work beyond the time purchased in the package described herein, shall be liable to additional charge, at a penalty rate of £150 per hour or any part thereof, payable at the time the requirement is made. The studio is under no obligation to accede to any such demand.
25. Any special offers or discount offered by the studio, will be time bound, the expiry date being absolute.
26. 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.
27. Returned cheques are subject to a £25.00 return charge.

Package Information

See Attached Proposal

Total Package Price:

Total package	_____
Additions	_____
Grand Total:	_____

Booking Fee	_____
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Date and amount of balance payment	_____

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.

Customer Signature:	_____	Date:	_____
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Customer Signature:	_____	Date:	_____
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Studio Signature:	_____	Date:	_____
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Package Summary

Package : _____

Comprising :

Photographer's Time : _____

Prints : _____

Extras : _____

Cost : _____

Additional Products : _____

Cost of Additional Products / Services : _____

Promotion : _____

Total cost of Additions : _____

