

Events Photography Booking Form

Chosen Package:

Full Day Bronze

Full Day Silver

Full Day Gold

Half Day Bronze

Half Day Silver

Half Day Gold

Event Date: _____

Name of Client: _____ Contact Number: _____

Address: _____

Postcode: _____ e-mail address: _____

Place of Event: _____

Address: _____

Postcode: _____ e-mail address: _____

Event Time: _____

Do you require photographs before the event? Yes / No

Time for photographer to arrive: _____

Address (if different to home address): _____

Postcode: _____

Time of arrival at Event: _____

Names of VIPs: _____

Extras:

- Photobooks Quantity: ____
- Framed Print Quantity: ____
- Photobooth

- Canvas Print Quantity: ____
- Additional CD Disk Quantity: ____



Events Photography Contract

It is mutually agreed that the following terms of agreement form an integral part of this contract and that no variation or modification of this contract shall be effective unless accepted by Moments Family Portraits in writing.

BOOKING FEE: If a deposit is agreed, 10% minimum is required when the client signs this contract. Dates are reserved only when this agreed deposit is paid. A full unconditional refund policy exists for a period of 14 days from receipt of the contract and payment. After that date, refunds are at the discretion of Moments Family Portraits.

PAYMENTS: Payment of the balance of the photography fee is to be made not later than 30 days prior to the event. Payment for additional photographs can be made after the event, if these are ordered. Any bank charges incurred due to returned cheques will be charged to the client.

WEATHER CHANGES: Weather permitting, the photographs will be taken as agreed. In the event of rain or snow or any form of weather disturbances, the photographer will make the necessary changes in the photographic session and will not be responsible for any disappointment caused by the weather. However, the photographer will do her best to produce coverage of the event within the time allocated to her.

PHOTOCHROMATIC ANOMALIES: Owing to reflectance caused by a certain combination of dyes and materials, especially man made fibres, it is sometimes impossible to record the exact colour of a garment as seen by the human eye. The photographs will provide a pleasing colour balance based on the flesh tones of the subjects but cannot guarantee exact colour match. The printer will use his/her skill to produce pleasing prints. Where close matching is required please supply a sample.

REQUESTED PHOTOGRAPHS: The photographer will honour all photographs requested and agreed in advance, provided the following factors are met: Weather and allocated time permitting, availability and co-operation of the person/s concerned. These photographs must form part of the clients/parents/family/friends final order.

COVERAGE: The photographer cannot be held responsible for the lack of coverage caused by the client, the guests or the event party not being on time, or by the licensed place of event restrictions regarding photography. The photographer does not undertake to guarantee any specific picture nor incorporate any specific background, location or group arrangement.

PERSONAL ACCIDENT: Any directions issued to clients, their guests or employees during a photographic shoot are deemed to be at said persons' own risk. Moments Family Portraits cannot be held responsible for any personal accidents during a photographic shoot.

COPYRIGHT: The Copyright of all the photographs produced is retained by Moments Family Portraits and the client, and it is a criminal offence to make copies of them by any means including video under the terms of the COPYRIGHT, DESIGNS and PATENTS ACTS 1988. Original files and prints remain the property of the photographer and the client. Moments Family Portraits shall be the sole professional photographer at the venues specified. The due performance of this contract is subject to alteration or cancellation by Moments Family Portraits owing to any cause beyond their control. Every care is taken in photographing and processing using professional materials. In the unlikely event of total photographic failure i.e. during exposure or processing, the Photographer's liability shall be limited to a full refund of all money paid.

CANCELLATION: A full unconditional refund policy exists for a period of 14 days from receipt of the contract and payment. After that date, booking fee refunds are at the discretion of Moments Family Portraits. Cancellation charges will be as follows: (number of days before the event) 60 days or less - 50%, 30 days or less – 100%. If Moments Family Portraits have to cancel this contract for reasons beyond their control (death, injury, sickness etc.) their liability shall be limited to a full refund of all monies paid.

Deposit Paid	
Date	

	Amount	Due Date
Total Price		
Total Balance Due		

Signed: _____

Print Name: _____

Date: _____