

## WEDDING AGREEMENT

### Engagement Session:

Date	Start Time	Location/Address	Phone

### Pre Ceremony Location:

Date	Start Time	Location/Address	Phone

### Ceremony:

Date	Start Time	Location/Address	Phone

### Reception:

Date	Start Time	Location/Address	Phone

### Post Wedding Session:

Date	Start Time	Location/Address	Phone

### Other Locations:

Date	Start Time	Location/Address	Phone

<b>Additional Information:</b>	
--------------------------------	--

INT \_\_\_\_\_

## **Terms and Conditions of this Contract:**

**ENTIRE AGREEMENT:** This agreement contains the entire understanding between *Jeff Lawrence Photography* and the above named Bride and Groom. It supersedes all prior and simultaneous agreements between the parties in both verbal and written communication. The only way to add or change this agreement is to do so in writing, signed by all the parties. If the parties wish to waive or alter one provision of this agreement that does not mean that any other provision is also waived.

**RESERVATION / DEPOSIT:** A signed contract and reservation fee are required to reserve the specified coverage. The financial terms of this agreement are explained further on. Failure to provide a reservation fee nulls and voids this contract.

**PRE-EVENT CONSULTATION:** The parties agree to a pre-event consultation before the event date in order to:

- Finalize the actual shooting times, locations, changes, extensions.
- It is further agreed and recommended that at this time any other participants such as the Videographer's be present so all may participate in the structure of the affair. This avoids misunderstandings further down the road. Both the Videographer and the Photographer have a job to do and this is an opportunity to structure the best possible working environment and cooperative atmosphere.
- The Bride and Groom will designate an individual to identify people of whom specific photographs are desired.
- I *Jeff Lawrence Photography* (photographer \_\_\_\_\_) am not responsible for missing shots of those on the VIP list if there is no one to assist in identifying these people, if you failed to produce a list, if the list was stolen, if they didn't show, if they are negative about being photographed, or they can't be located.
- If applicable, the bride and or groom agree to set aside enough time before or after the ceremony to allow *Jeff Lawrence Photography* to complete formal or posed photographs.
- If the bride or groom is late to the point of achieving the desired images from being taken, *Jeff Lawrence Photography* and/or the photographer, shall not be held liable for lack of time to take desired photographs.

**COOPERATIVE SPIRIT:** Both parties agree that the cooperation and communication for the best possible result within the definition of this assignment is the paramount consideration. Thus decisions are restricted to the Bride and the Photographer. Simply put: *Jeff Lawrence Photography* is the sole photographer for the time allocated and any other terms agreed to in this document. The BRIDE is the sole decision maker at the Wedding, regardless of who is writing the check, advisory boards, in-laws, passers-by, inebriated authority figures and former politicians.

**DESIGNATED APPOINTEE:** Individuals failure to appear or cooperate during photography sessions or for missed images due to details not planned or due to unusual circumstance we recommend that a designated appointee be assigned the duties to assist the photographer to point out important individuals for informal or candid photographs.

**DIGITAL COPYRIGHTS, ARTISTIC PROPERTY:** Final payment for services rendered determines the release of products and/or photographs of the Wedding to the Bride and Groom. In the event that services are rendered without final payment, any and all services and/or promised products will not edited or finalized until complete payment is received and cleared.

No photography may be reproduced in any manner without the explicitly written permission of *Jeff Lawrence Photography* which is authorized by final payment. Upon final payment by the Bride and Groom:

- The digital prints then become the property of the Wedding couple for their personal use and for the purpose of reproduction of said imagery for dispersal to relatives and friends. Images may be used on personal web sites. An acknowledgement to the Photographer is requested and appreciated. All copyrights remain property of *Jeff Lawrence Photography* for use in promotion and portfolio use unless an additional written agreement has been made and signed.

**LIMITATIONS / NEGOTIATED TIME / ADDITIONAL TIME:** The photography schedule and selected locations, equipment, participation pre-discussed is designed to accomplish the goals and wishes of the Bride and Groom in a manner enjoyed by all parties.

**START / STOP TIMES:** Full wedding coverage begins at the set "getting ready time" as designated and ends after the traditional reception routines. Although we generally do stay until the reception starts winding down.

**CHURCH, RECEPTION, CATERING HALL RULES:** The photographer is limited by the guidelines of ceremony official or reception site management. The Bride and Groom agree to accept the technical results of their imposition on the photographer. Negotiation with the officials for moderation, changes, and adjustments of certain guidelines is responsibility of the Bride and *Jeff Lawrence Photography* is to be notified of any changes.

**TRAVEL FEE CALCULATION:** Travel fees are calculated on the normal expected travel time to get to and from the main wedding site from the *Jeff Lawrence Photography* office or residence whichever is closer on the wedding date. There is no travel time if the wedding is within 30 miles. Travel time is computed at 75 dollars per hour thereafter. Additional fees for overnight lodging may also be charged for locations over 3 hours from the *Jeff Lawrence Photography* office.

**INITIAL SITE VISIT:** We do not charge for visits to Pre-Event consultation, rehearsals or location planning and evaluation unless it is out of the local area. We also would like your permission to do a little pre-shooting so that the participants get used to the camera and photographer. In the past, we have found this an excellent time to iron a few things out, put people at rest, and it usually produces some interesting if not hilarious spur of the moment photography which can be added to the rest of the pictures at no additional charge.

**EXHIBITION:** The bride and groom allow *Jeff Lawrence Photography* to exhibit selected images resulting from this assignment as an example of our work, for entrance into photographic competitions and to use as samples for other Bridal Photographic opportunities.

**MODEL RELEASE:** The bride and Groom grants to *Jeff Lawrence Photography* its legal representatives and assigns, the irrevocable and unrestricted right to use and publish photographs of the parties or in which the parties or their family may be included, for editorial, trade, advertising and any other purpose and in any manner and medium; to alter the same without restriction; and to copyright the same.

**GOOD IMAGERY:** In order to ensure that we get good pictures, we sometime go a little further during the formals and creative/posed sessions since they are an essential part of the program. We have to take extra step for what we deem necessary to achieve these goals and that requires the Brides, grooms, and wedding party's cooperation. We may use utilize different cameras, stands, poses and may do several shots of the same thing because of lighting situation: As in the case when a side or backlit stained glass window might have a lot of green in it and the brides dress being white suddenly looks green.. That's when the most common phrase in photography is used most often..."Just one more!" The things that can cause a bad or imperfect pictures are: Blinkers, distractions in the background ( lighting, two bridesmaids fighting, kids messing with the cake, ) which are not initially seen like waiters just pop in; hair, clothes or props in the way and equipment failures, camera, flash, fails to work as expected. At the last count there are 1,243,592 things that can unwillingly occur. That's why..."Just one more!" Also we may choose to change equipment to produce a unique photo or artistry at the discretion of the photographer. We overshoot so we may cull the errors due to flash, framing, and focusing (the three F's of the industry).

This occurrence is simply due to the laws of mechanical, human and situational errors that cannot be overcome. Usually 10 percent of most wedding shots are throw outs by an experienced shooter. Throw outs are generally deleted during the initial inspection of the images.

**LIMITS OF LIABILITY:** It is further understood that in the unlikely event that the photographer is injured or becomes too ill to photograph the event:

- If the situation should occur and a suitable replacement is not found, responsibility and liability is limited to the return of all payments received for the event package.
- *Jeff Lawrence Photography* takes the utmost care and with respect to the delivered product. However, if the disc/ CD-ROM / photographs have been lost, stolen, or destroyed for reasons beyond the control of *Jeff Lawrence Photography*, liability is limited to the return of all payments received for the event package.

**SAFETY AND THEFT:** It is further understood that in the unlikely event that the photographer deems that they or the equipment are in danger from personal injury, assault, robbery, or similar situations including verbal abuse by any party and/or the photographer feels activities of an illegal nature are commencing:

The photographer has the right to leave without notice with no recourse of liability.

It is the responsibility of the bride and/or groom to ensure the safety of all parties involved.

It is the responsibility of the bride and/or groom to ensure that all activities are deemed legal.

It is the responsibility of the bride and/or groom to ensure that the hired photographer is not treated in a verbally harassing nature

**SECURITY DEPOSITS:** In the event of cancellation:

- The security deposit paid is non-refundable.
- If another wedding is contracted for that date the deposit may be refunded by *Jeff Lawrence Photography* if the reasons for cancellation are substantial and verified.
- This holds true for **CHANGE OF DATES:** If the agreed date is problematic and another date is available there is no problem if change of dates has not resulted in loss of income. If there is a conflict the deposit is **NOT REFUNDED**.
- **See below for further details on security deposits...**

**FEES:**

- Prior to the commencement of the Wedding, Jeff Lawrence Photography will be paid in full for services rendered unless other agreements have been made. *Jeff Lawrence Photography* will retain the rights and physical possession to the imagery, disc's, film, CD-ROMs, completion of payment is rendered. No product, editing, or any other sort of post production work will be performed until completion of full payment is made. Only upon full completion of payment will work be started on post-wedding processing and product delivery. The delivery schedule will begin either the date the ceremony is finished if payment has been made or begins no sooner than from the date of the completed payment.
- The processing of the digital negatives should be completed and posted approximately two (2) weeks after event. In most cases, within a few days.
- Album creation, scanning of photographs and any extra requests, enlargements, or other items produced under the assignment may take longer due to outside firms processing times.
- Any special shipping costs will be paid for by the client.

**UNCONTROLLABLE CIRCUMSTANCES:**

The Photographer(s) cannot be responsible for the effects of the subjects' physical appearance, including body position, facial expressions, blinking or clothing. The Photographer(s) cannot be responsible for the effects of environmental conditions, including, but not limited to, weather conditions, temperature, existing lighting, and aesthetics of the shoot location and/or time restrictions.

1. This agreement constitutes an order for wedding portraiture services, including the taking of wedding pictures as agreed to by both parties: The Studio and Contracting Party (Client). Unless otherwise specified, it is understood that any and all rights to proofs, final or sample prints, thereof shall remain the property of the Studio and may be used for advertising, display or any other purpose thought proper by the Studio.

2. If Photographer cannot perform this Agreement in whole or in part due to a fire or other casualty, acts of God or nature or terror, or other cause beyond the control of the parties or due to Photographer's illness or injury, then Studio will return all fees to the Client(s) but shall have no further liability with respect to this Agreement. This limitation on liability shall also apply in the event that photographic materials are damaged in processing, lost through camera malfunction, lost in the mail, or otherwise lost or damaged without fault on the part of Photographer. Client(s) agree that an entire wedding cannot be replicated, reenacted or repeated for the purpose of a re shoot and limits Studio's liability to the amount paid under this contract.

3. It is understood and agreed that no other hired or professional photographer will be allowed to photograph or take pictures at the wedding while the Photographer is working.

4. On signing of this agreement by both parties hereto, the Studio will reserve the time agreed upon and will not make another reservation for the specific time frame. For this reason, all deposits are non-refundable even if the date is changed or if the wedding becomes cancelled for any reason.

5. The service fee of \_\_\_\_\_ includes:

---

---

---

---

---

---

---

---

A deposit of \_\_\_\_\_ is due at the signing of this agreement with a remaining balance of \_\_\_\_\_, with a further payment of all necessary expenses (unless otherwise specified) to be paid before the date of the event. No photography will take place and no rights are granted until timely payment is made in full. Late payment fees may apply. The fee is non refundable in case of cancellation or date change by client.

I / we, the undersigned Contracting Party, hereby warrant that I am / we are competent to contract in my / our own name(s). I / we confirm that I / we have read the herein agreement prior to its execution and I / we are fully familiar with the contents thereof. This agreement shall be binding upon us and our heirs, legal representatives and assigns. And, we certify that we have received a complete copy of this agreement with all blank lines completed.

## **CANCELLATION POLICY, RULES, & LIABILITY:**

1. Deposits are non-refundable.
2. Deposits may be transferred to a different date pending availability. If the desired date is not available all deposits will not be refunded.
3. Events cancelled 30 days or less prior to event, you agree that all deposits shall be retained by Jeff Lawrence Photography and that you shall be also liable for 50% of the remaining balance due.
4. Events cancelled 7 days or less prior to event, you agree that all deposits shall be retained by Jeff Lawrence Photography and that you shall be also liable for 100% of the remaining balance due.
5. Events cancelled due to acts of god may be rescheduled with no penalty.
6. Jeff Lawrence Photography Inc. shall not be responsible for utility failures, fire, casualties, or acts of God.
7. Guest shall pay the entire service balance in full before photos or finished products are delivered in any form.
8. Date reservation is confirmed only upon the receipt of a deposit in the amount of 30% of the estimated final bill and signed contract.
9. Jeff Lawrence Photography is fully insured. However you assume full responsibility for your guests from their negligence or accidental damage of photography equipment not covered by the insurer of Jeff Lawrence Photography which may include policy deductibles.
10. You assume full responsibility for any loss to guests' articles through theft or other loss, including inside the premises or the parking area as well as any liability to third party property due to you'r and/or your guests actions or failure to act.
11. Guest shall abide by and comply with all rules of Jeff Lawrence Photography Inc. and all police, sanitary, or other regulations imposed by any governmental authority.

Payment of deposit constitutes acceptance of this entire agreement whether or not the contract is actually signed and that said receipt of deposit acts as a legal documentation as acceptance.

Bride and/or Groom also agree to provide all pertinent information regarding dates, times, locations, and agree that any information omitted may limit the ability of Jeff Lawrence Photography to acquire such photographs and that Jeff Lawrence Photography shall not be liable for any missed photos or failure to arrive at the wedding location on time due to omission of said information.

<b>Bride's Full Name:</b>
<b>Grooms Full Name:</b>
<b>Officiate Name &amp; Phone:</b>
<b>Mailing Address:</b>
<b>Bride Phone:</b>
<b>Groom Phone:</b>
<b>Bride Email:</b>
<b>Groom Email:</b>

GROOM OR BRIDE  
SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

INT \_\_\_\_\_