

craigprentisphotography

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2012 WEDDING BOOKING FORM

Date of Wedding:	
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Bride's Name:	Groom's Name:
Bride's Address:	Groom's Address:
mobile no:	mobile no:
email:	email:

Wedding Venue & Address:	Reception Venue & Address:
Time:	Time:

Initial Payment To Secure Services

A non-refundable payment of £400 is charged when the client signs this contract and must be sent with the booking form to secure the date. Once received, a letter of confirmation and an invoice/receipt will be sent to you. A further invoice will be sent to you one month before the wedding date and must be paid two weeks before the wedding date.
Payment methods at end of booking form.

Final Payment of £is due two weeks before wedding date/...../.....(please fill in amount and date - wedding date minus two weeks).

Approximate number of people attending wedding

Special Requests:.....
.....
.....
.....

Coverage required (☐ = tick as required)

<p>QUEENSBERRY ALBUM (£1700)</p>	<p>Included in package</p> <ul style="list-style-type: none"> - Coverage from bridal preparations (for 1hr) to first dance - Slideshow (non-printable) playable on PC or Mac - Hi Res Images (for printing) - 12x12" or 14x10" Queensberry Album with 12 pages (24 sides) - Travel costs (within 50 radius of Tunbridge Wells) - Online web gallery 	<p style="text-align: right;">☐</p>
<p>FOLIO ALBUM (£1500)</p>	<p>Included in package</p> <ul style="list-style-type: none"> - Coverage from bridal preparations (for 1hr) to first dance - Slideshow (non-printable) playable on PC or Mac - Hi Res Images (for printing) - 12x12" Folio Album with 15 pages (30 sides) - Travel costs (within 50 radius of Tunbridge Wells) - Online web gallery 	<p style="text-align: right;">☐</p>
<p>COFFEE TABLE BOOK PACKAGE (£1300)</p>	<p>Included in package</p> <ul style="list-style-type: none"> - Coverage from bridal preparations (for 1hr) to first dance - Slideshow (non-printable) playable on PC or Mac - Hi Res Images (for printing) - 10x10" coffee table book with 30 pages (60 sides) - Travel costs (within 50 radius of Tunbridge Wells) - Online web gallery 	<p style="text-align: right;">☐</p>
<p>PROOF BOOK PACKAGE (£850)</p>	<p>Included in package</p> <ul style="list-style-type: none"> - Coverage from bridal preparations (for 1hr) until you sit down for meal - Slideshow (non-printable) playable on PC or Mac - Hi Res Images (for printing) - 10x8" proof book (6 thumbnail images to a side) - Travel costs (within 50 radius of Tunbridge Wells) - Online web gallery 	<p style="text-align: right;">☐</p>
<p>PER HOUR COVERAGE</p>	<p>- Number of hours required at £125/hr</p> <p>Included in package</p> <ul style="list-style-type: none"> - Slideshow (non-printable) playable on PC or Mac <p>Options for purchase after wedding</p> <ul style="list-style-type: none"> - Hi Res Images (for printing) (£350) ☐ - Set of prints (£225) 7.5x5" boxed ☐ - Larger album (priced after wedding) ☐ - Online web gallery (£25) ☐ 	<p style="text-align: right;">☐</p>

slideshow for PC ☐ or Mac ☐ (please tick one box)

TERMS & CONDITIONS

1. It is agreed that the terms set out in this booking form is the total agreement made between the parties and that no variation or modification of this contract shall be effective unless agreed by both parties in writing.

2. Special Requests/Coverage

The client understands and accepts that the photographic coverage will be as the photographer's professional expertise determines and that no one photograph will be deemed more important than another. Special requests are not binding instruction, although every effort is made to comply with the client's wishes.

3. Any special requests not notified on this booking form must be made by the client to the photographer in writing.

4. The Photographer

It is understood by the client that Craig Prentis will be the sole official photographer on the day. No other paid photographer/s will be covering the wedding day. If this is found to be the case, Craig Prentis reserves the right to stop his coverage of the wedding straightaway. If any other photographers (i.e. friends or guests) whether they be amateur or professional, are present on the day, it is up to the client to make sure they do not hinder the progress of Craig Prentis. On occasions and without notice it may be necessary for the photographer originally specified to be substituted by another photographer, (e.g. due to ill health).

5. Images

All image sizes are nominal. The photographer will provide a pleasing colour balance but cannot guarantee exact colour matching owing to anomalous reflectance caused by a combination of certain dyes and materials especially man-made fibres. It is sometimes impossible to record on film the exact colour as seen by the human eye.

6. Retouching

Retouching digital manipulation and artist finishing is available to the client as an optional extra.

7. Copyright

Any images or copies of images whether stored digitally or otherwise and any computer program including any source or object code, computer files or printed documentation relating to such images are protected by the Copyright and Design Act 1988. It is contrary to the Act to copy or allow to be copied photographically/electronically or by any other means an image created as part of this contract without the permission of Craig Prentis in writing.

8. Digital Files

All digital files remain ©Craig Prentis Photography. The disc of high resolution images that is supplied will assign full non-commercial reproduction rights to the client. This will allow the client to have prints done at any lab at any time in the future. The client does not get copyright over the images – that remains with Craig Prentis Photography.

9. Licence

The photographer shall be granted complete artistic licence including in relation to the poses photographed and the locations used. The photographers' judgement regarding the locations/poses and number of images taken shall be final. Due to the vagaries of the weather and the willingness of subjects it may not be possible to capture all of the images requested.

10. Force Majeure or Act of God

The due performance of this contract is subject to alteration or cancellation by either party owing to any cause beyond their control

11. Previews

Although the photographer will do his best to produce more proofs/preview prints than set out as discussed with the client, there is no guarantee that any particular number of proofs/preview prints will be produced.

12. Display

The client hereby allows the photographer to display any images included in this contract in their studios, portfolios, literature, wedding exhibitions, photographer's website and advertising.

No use of the images will be made by the photographer for other commercial reason except with the written permission of the client.

13. Cancellation

The client may cancel this contract at any time by giving written notice to the photographer but in doing so shall forfeit any monies paid. Should cancellation be received by the photographer less than 16 weeks prior to the date of the ceremony, the client shall in addition pay a sum equal to 50% of the contract value. Should cancellation be received by the photographer less than 8 weeks prior to the date of the ceremony, the client shall in addition pay a sum equal to 100% of the contract value. The said sum shall be payable as compensation as an estimate of the loss the photographer would suffer.

14. Limitation of Liability

In the unlikely event of a total photographic failure or cancellation of this contract by either party or in any other circumstance the liability of one party to the other shall be limited to the total value of the contract. Neither party shall be liable for indirect or consequential loss.

15. Complaints

Any complaints should be raised by client with the photographer in writing, within 28 days of first becoming aware of the matter to be complained of and in any event within 28 days of receipt of the images.

16. The Clients

The clients are the two people stated (and who have signed) on the booking form. The photographer will only deal with the clients on and after the wedding day, whether they be the bill payer or not.

I have read this booking form and agree to abide by the terms of agreement set out in it. I understand that the terms of this agreement cannot be changed unless agreed by both parties in writing.

Bride's signature

Groom's signature

Date

Payment methods

Direct bank transfer/internet banking:

Bank name : Lloyds TSB
Acc name: Craig Prentis Photography
Acc no. 37785968
Sort code. 30-98-77

Credit cards, e.g. VISA or Mastercard (+2% surcharge)

Debit cards, e.g. VISA Debit (no surcharge) – call me on 07813 194638

Cheque (to Craig Prentis Photography)