

Wedding Booking Form

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|---------------------------------|--|
| Date of wedding: | |
| Names of the couple: | |
| Address (including postcode): | |
| Home telephone number: | |
| Mobile telephone number: | |
| Email address: | |
| Time and location of ceremony: | |
| Time and location of reception: | |
| Package: | |

Booking Fee

A firm booking is deemed to have been made when a non-refundable booking fee of £200 has been received by the photographer. The couple will then be sent a receipt for the booking fee.

Balance of Payment

The balance of the agreed fee is due 21 days prior to the date of the wedding. If payment is not made at this time, the photographer retains the right to cancel the contract without refund of the booking fee. The photographer will not do this without making every effort possible to contact the couple to secure the balance. Ceremonies/receptions in city centres will carry a surcharge of £20 because of the high price of car parking, unless the venue has free reserved parking.

Prints and Albums

Payment for any subsequent purchases after the wedding, such as printed photographs and albums must be paid to the photographer immediately prior to any such orders being placed with third party suppliers. This is due to the high cost of some albums.

Declaration

I have read and understood the terms and conditions outlined in the following pages

| | |
|-------------|--|
| Signatures: | |
| | |
| Date: | |

**Please return this page with your £200 non-refundable booking fee to secure your date to:
 Key Photography Wigan, 68 Cranfield Road, Wigan WN3 5QG (All cheques made payable to MAD 4 IT Ltd)**

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Terms and Conditions

The Agreement

The wedding photography agreement is to include the following:

- Consultation between the photographer and the couple prior to the wedding
- Attendance at the wedding during the hours agreed between the photographer and the couple
- Taking a minimum of 200 photographic images of the event (150 for the Bronze package)
- Digital optimisation of the images, including any effects requested by the couple such as monochrome, sepia or partial colouring
- Presenting the completed images to the couple on USB as agreed

License, Coverage and Reproduction

- The photographer shall be granted artistic license in relation to the poses photographed and the locations used. The photographer's judgment regarding the location, poses and number of photographs taken shall be deemed correct.
- Photographs taken during the course of the wedding will be at the discretion of the photographer although every effort will be made to comply with the client's wishes, e.g. clients may request specific poses which they have seen in other albums or magazines
- The photographer shall endeavour to photograph all individuals as requested by the clients at some point, but no responsibility will be taken by the photographer on the occasion of leaving somebody out
- Sometimes certain venues or people, e.g. the person in charge of the ceremony, restrict the photographer's movements and the photographer cannot accept responsibility for any obstructed view should this be the case. The use of artificial lighting is often restricted or prohibited. The photographing of parts or even all of the ceremony may be restricted or prohibited. Clients sign this contract with this understanding.
- The photographer shall endeavour to capture moments as they occur. However, because of the nature of a wedding, some moments might not be recorded, or not recorded for logistical reasons
- Any directions issued to clients or their guests during a photographic shoot are deemed to be at said persons own risk. The photographer cannot be held responsible for any personal accidents during a photographic shoot, including the usage of props provided.
- Please note that any alterations made to the booking by the clients once details have been confirmed may only be made at the discretion of the photographer and in some circumstances (such as the change of ceremony date for wedding) the photographer may be unable to accommodate these alterations due to a conflict of commitments. Under these circumstances the photographer is not liable to compensate the clients in any way whatsoever
- It is understood that all photographic printing is undertaken within the technical limitations of the process and that colour may not be identical over the whole range of colours within a subject. It is also understood that prints made at different times or in different sizes may be variable in colour balance
- Due to the limitations of computer monitors it is understood that images appear differently according to the specification of each monitor or prints will not match images rendered on any particular computer monitor
- Although all equipment is checked regularly and reasonable steps are taken to ensure backup equipment is available, the photographer will not be responsible for individual photographs that are not produced due to technical failure, either at the shooting or processing stage
- Where images are made available for use on a DVD player reasonable steps are taken to ensure compatibility. The images will be sent on the DVD-R format. The DVD may not play on some DVD players but should play on all computer and laptop DVD drives

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- Please note that due to the low resolution of many TV screens, you may find that the image quality appears poor when viewed on a TV. This is not a reflection of the quality of the images. A computer monitor or laptop computer should be used wherever possible.
- Images can be uploaded to the internet for viewing at the request of the client. These images are low resolution and are not indicative of the quality of the images on CD/DVD.

Prices and Payments

- All photographic services specified on the Booking Form and paid for in full 21 days prior to the wedding are supplied at the prices ruling on the date of signing the contract
- Optional extras e.g. additional albums are supplied at the prices ruling at the time of receipt of the order and must be paid for at the time of booking
- A non-refundable booking fee of £200 (paid by cash, cheque or online transfer) along with signed contract will confirm your booking. The booking fee forms part of the total cost (i.e. this is not an addition) and is deducted when calculating the final balance due. The booking fee is refundable during your statutory 16 day 'cooling off' period. Cheques made payable to MAD 4 IT Ltd.

Cancellation Fees

- If the wedding is cancelled before final payment is made, then the photographer shall retain the booking fee
- If the wedding is cancelled after the final payment is made, then no refund will be payable unless the photographer can rebook another wedding on the same date

Complaints

- Any complaints must be received in writing within 7 days of receipt of products purchased. This includes photographs, discs, albums, frames and any other special services that have been agreed.

Force Majeure

- The due performance of the contract is subject to alteration or cancellation by the photographer owing to any cause beyond their reasonable control (e.g. sudden illness/injury/victim of crime)
- The photographer will attempt to contact other photographers in the event that he is not able to attend your booking due to the clause above. However, it may prove difficult or impossible to find a skilled replacement photographer at short notice or at the same price.

