

TERMS & CONDITIONS

PLEASE READ, SIGN, AND RETURN ONE COPY, AND KEEP THE OTHER COPY OF YOUR CONTRACT (BOTH PAGES)

1. A deposit received holds your specific date for wedding or event photography. If your event is cancelled, the deposit is non-refundable, and is non-transferable for other services. If you change your wedding or event date and we are available to reschedule it within 12 months from the original date, we will honor the deposit less than \$300.00. Our minimum deposit is \$1200.00 for listed packages, and \$1000.00 for ala carte coverage.
2. 75% of the remaining balance is due on or before 1 month prior to the date of the wedding. (if your wedding is on May 15th, this fee is due by April 15th) Payments received after this date for any reason will be charged a late fee of 10% of the payment. Personal checks will not be accepted 21 days or less prior to the wedding date. If payment is not received by 14 calendar days prior to the date of the wedding, this will result in automatic cancellation of the contract and loss of any deposits previously made.
3. The remaining balance is due when proofs are ready for delivery, not the finished order.
4. The normal processing time for proofs is two to three weeks. For finished orders, it takes four to six weeks from the time of order placement. During the holiday season, allow from six to eight weeks due to high volume.
5. The studio does not pay for shipping, handling and insurance fees on orders not picked up at the studio.
6. The client agrees that the studio personnel will be provided with a meal with reception coverage.
7. If the photographer is requested by the client to stay over the contracted time, there is an overtime fee of \$250.00 per hour. Overtime is subject to the photographer's availability and is not guaranteed unless additional coverage is provided for in the original contract. **Additional coverage booked before the event will be a fee of \$200.00 per hour.**
8. If the client requests photographs of tables at the reception, the client must use the photographs in their album or purchase at least one copy of each table requested, not used in their album.
9. It is understood that if a booking date is changed and is beyond 12 months from the original date, a new deposit is required. If we can re-book the original date, the original deposit is credited towards your balance, less than \$300.00. If we are unavailable on the new date, the original deposit is non refundable or transferable.
10. It is understood that from time to time Portraits by David Photography may use copies of photos for advertising and display purposes, including use on our website, in our portfolio, in print ads, and brochures. However, at no time will Portraits by David Photography sell photos to be used by a third party without prior written consent.
11. It is understood that David Thomas is the photographer at this studio, and an assistant may work with him at weddings. It is agreed that in the event of an emergency, (accident, serious illness, or personal emergency, the studio will notify the client, and at the clients option, attempt to find a replacement, or give a refund of deposits.
12. **If an album order is not placed within 60 days of delivery of proofs and/or DVD, and adjustment will be charged on the package to reflect increases from our suppliers.**
13. I agree to the above conditions as well as the conditions on the original contract.

CLIENT _____ DATE _____



CONTRACT FOR WEDDING PHOTOGRAPHY SERVICES

