****

**Ashley Melchert | 563-920-6649 | info@ashleyraephotosdbq.com | AshleyRaePhotosDBQ.com | Facebook.com/AshleyRaePhotographyDBQ**

Date of Session:

Location:

Photographer Start Time: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Photographer End Time: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Package & Price:

If ordering a package that requires a deposit:

Deposit in the amount of $ **\_\_\_** is due at the signing of the contract.

 Paid on: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

This non-refundable deposit secures your booking.

The remaining balance of $ **\_\_\_\_** is due up to 14 days before the photo session before any photos are taken.

Photography Session Contract

1. PHOTOGRAPHY / VIDEOGRAPHY SESSION ORDER:

This agreement contains the entire understanding between Ashley Rae Photography and the CLIENT . It supersedes all prior and simultaneous agreements between the parties. The only way to add or change this agreement is to do so in writing, signed by all the parties.

2. RESERVATION:
Upon your signature, Ashley Rae Photography will reserve the time and date agreed upon, and will not make other reservations for that time and date. For this reason, the reservation deposit is non-refundable, even if date is changed or wedding cancelled for any reason. The deposit is to be paid at time of signing the contract. The deposit is applied towards the contracted wedding photography package. Client understands and agrees that the entire amount owed for the wedding package described in the contract is due no later than (2) weeks before the wedding day. Client agrees if the balance is not paid by this time, Ashley Rae Photography will NOT photograph and/or video the wedding day described on the contract with no liability to Ashley Rae Photography and loss of deposit by Client.

3. EXCLUSIVE PROFESSIONAL (relates to portrait or non-event sessions only)

It is understood that no other photographer/videographer, amateur or professional, shall be allowed to photograph at the session near the Photographer while she is working due to reasons of the photographer delivering the quality of images as expected. Any breach of this agreement can constitute a reason for non-completion of the job with no liability to the Photographer.

4. OWNERSHIP OF DIGITAL FILES:

It is agreed that dual ownership of the digital files will be maintained by the Client and the Photographer. Upon delivery of the digital files to Client’s physical control, the client shall gain personal non-commercial rights to images. It is also agreed that the Photographer will have full rights to use all images for advertising purposes. Clients have full printing rights to the images per a print release that is included with delivery of CD. Print release never expires. Client is not, however, allowed to edit original images in any way unless used to make prints (cards, collages, etc.) for personal use. Client is also not allowed to replicate the DVDs of the finished video. Extra DVDs can be purchased for $10 each.

5. DISPLAY or PROMOTION:

It is agreed that the Photographer may display and use photographs and/or video from session/event for website and internet promotion, and any other **non-commercial purposes** thought proper by the Photographer.

6. COOPERATION:
The CLIENT is responsible for the conduct of their guests. The CLIENT will direct all other service providers (florist, DJ, caterer, etc.) to provide any needed information and cooperation to the photographer. Coordination with other service providers is necessary to complete all the photography as scheduled. In addition, events during the wedding day should be planned to make the best use of time from all vendors. Ashley Rae Photography will not tolerate verbally or physically abusive behavior, nor will it share its time or compete with guest photographers for the attention of the subjects. Unchecked guest conduct that interferes with photography will seriously affect the quality of the photographs taken and increase the number of photos that must be created. If the CLIENT is unable to control the conduct of their guests or if the conduct of any of their guests damages the equipment of the photographer, it will result in the early or immediate departure of the photographer. We understand that in such an event, no refunds will result.

7. COMPLETION SCHEDULE:

Photographer agrees to have the contracted order for the photoshoot photographs completed within a reasonable period of time from the shoot day. (Event image turn- around time is within 30 days from the shoot day).

8. PENALTY FEES & CHARGES:
There is a $50 charge for checks returned for any reason. There is a $35 late fee for any payments that are not postmarked or delivered to the photographer by the required date.

9. LIMIT OF LIABILITY:

In the unlikely event of severe medical, natural, or other emergency it could be necessary to retain a different photographer. Ashley Rae Photography will make every effort to secure a replacement photographer. 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. If the CLIENT initiates the withdrawl for any reason (wedding called off, etc.), all payments received for the event will be returned minus the reservation deposit and any charges incurred by the photographer (travel time, engagement sessions, etc.).

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Bride Signature Groom Signature

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Photographer Signature Date