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

Date of Session:

Location:

Videographer Start Time: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Videographer 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 event date before any photos are taken.

Videography Session Contract

1. 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 video the wedding day described on the contract with no liability to Ashley Rae Photography and loss of deposit by Client.

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

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

4. OWNERSHIP OF FILES:

It is agreed that dual ownership of the files will be maintained by the Client and the Videographer. Upon delivery of the files to Client’s physical control, the client shall gain personal non-commercial rights to images. It is also agreed that the Videographer will have full rights to use the video for advertising purposes. Client is not, however, allowed to edit the video in any way. Client is also not allowed to replicate the DVDs of the finished video. Extra DVDs can be purchased for $10 each.

5. DETAILS:

The CLIENT is encouraged to take an active part on how they would like their final video to be edited. The Videographer encourages the CLIENT to provide them songs they would like played on the video, etc.

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 videographer. Coordination with other service providers (especially the photographer if different than the videographer) is necessary to complete all the recordings 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 videographers for the attention of the subjects. Unchecked guest conduct that interferes with video will seriously affect the quality of the recordings taken. 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 videographer, it will result in the early or immediate departure of the videographer. We understand that in such an event, no refunds will result.

7. COMPLETION SCHEDULE:

Videographer agrees to have the contracted order for the final video completed within a reasonable period of time from the shoot day. (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 videographer. Ashley Rae Photography will make every effort to secure a replacement videographer. 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 videographer (travel time, etc.).

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Bride Signature Groom Signature

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Videographer Signature Date