

Cris Matthews

PHOTOGRAPHY

Wedding Contract, Terms, Conditions, and Booking Form

It is mutually agreed that the following terms of agreement form an integral part of this contract and that no variation or modification of this contract shall be effective unless accepted by both Cris Matthews Photography and the client, in writing.

BOOKING DEPOSIT: A deposit of £200.00 is required at the time of booking, together with a signed contract. Dates are reserved only when this deposit is paid. Any payments made by credit card incur a charge of 2% and can be made using an online PayPal system. An unconditional refund policy exists for a period of 14 days from receipt of this contract and payment.

Please make cheques payable to Cris Matthews Photography

BALANCE PAYMENT: A balance payment of £_____ is to be made not later than 30 days prior to the Wedding Ceremony. Payment for additional album photographs, prints & frames is made after the wedding at the time of ordering.

FEES: Please note that the minimum total fee due is £_____ of which the deposit is part. This includes all photography, your pre-wedding shoot, and a DVD containing at least 150 shots from your Wedding Day. Further prints and options are available in our price list.

CREATIVE LICENCE: Cris Matthews Photography shall be granted creative and artistic licence in relation to the choice of locations and poses used. Our judgement on photographic style and the number of photographs taken, shall be deemed correct. Due to changes of the weather and the availability and willingness of subjects Cris Matthews Photography will do their best to honour requested photographs but do not undertake to guarantee any specific picture nor incorporate any specific background, location or group arrangement.

VIEWING & ALTERATIONS: Images will be provided on DVD for viewing on a computer. If your package includes it a version that will play on your television via DVD will also be included, there is no guarantee however this will work on every television and DVD player combination. An online gallery will also be provided. If required a personal viewing can be arranged. Initial album design and layout is completed by Cris Matthews Photography, up to 20 changes are included and additional changes are charged at £30 per hour. Enhanced post production is available to all images at an additional £5 per image.

COPYRIGHT: The 1998 Copyright, Designs, and Patents Act assigns copyright to Cris Matthews. You may not copy the photographs taken under this contract, or allow copies to be made photographically, electronically, or by any other means, unless permission is granted in writing by Cris Matthews Photography. Images provided on DVD are for the clients personal use only, and guests should purchase prints direct from Cris Matthews Photography.

EXCLUSIVITY: Cris Matthews Photography shall be the sole professional (still) photographer at the venues specified. We do however positively encourage family, friends, and other guests to take photographs throughout the day.

FORCE MAJEURE: In the unlikely event of total photographic failure, injury or sickness beyond Cris Matthews Photography's control, their liability shall be limited to a full refund of all monies paid. Your statutory rights are not affected. Cris Matthews Photography has full Public Liability, and Professional Indemnity Insurance.

CANCELLATION: If Cris Matthews Photography has to cancel this contract for reasons beyond their control, (death, injury, sickness etc.), their liability shall be limited to a full refund of all monies paid.

After a period of 14 days from the date of signing the contract, as compensation for loss of income for Cris Matthews Photography the following charges apply as a percentage of the total fee due. (Number of days before the wedding)

60 days or less - 100% 61-90 days - 75%. 91-120 days - 50%.

Should the cancelled wedding turn out to be a postponement, then, subject to availability, all money paid may be applied to the new wedding. In this case, the total fees chargeable shall be the fee which applies at that time. In the event of Cris Matthews Photography taking another wedding booking for your cancelled or postponed date a full unconditional refund of your deposit and monies paid shall be made.

COMPLAINTS PROCEDURE: Please address any complaints to Cris Matthews Photography either by E-mail at me@crismatthews.com or telephone 0113 275 0995 09.00hrs - 17.00hrs Mon - Fri Standard UK call rates apply. We would endeavour to respond to any complaint within 48 hours.

PRIVACY: Cris Matthews Photography will store your name and wedding details on a private internal database. These details will not be made available to companies or individuals outside of Cris Matthews Photography.

Date of Wedding:

Time of Wedding:

Wedding Location:

Reception Location:

Name:

Partner's Name:

Address:

Address (if different):

Home Number:

Home Number:

Work or Mobile:

Work or Mobile:

Email:

Email:

I have read and fully understand the schedule and terms of agreement of this Contract (details shown overleaf) and realise that this contract becomes effective immediately. I agree that cancellation rates will apply in case of any cancellation by me.

Signed:

Date:

TO BE SIGNED BY CRIS MATTHEWS PHOTOGRAPHY:

I confirm that I have received a signed copy of the above contract and payment of £200 as a deposit.

Signed:

Date: