

Ann Aveyard Photography

Ann Aveyard LSWPP, QGPP, LRPS, ASINWP

12 Shires Close, Ringwood, BH243DJ

www.ann-aveyard.co.uk

Booking and Contact Form

DETAILS OF WEDDING

Couples' Names

Address

Telephone numbers

Email address

Date and Time of Wedding:

Marriage ceremony Location):

(Permission for photographs to be taken during ceremony obtained: **yes/ no**) Groom arrival time:

Bride arrival time:

Official's name and tel number:

Wedding Reception Location):

Time of meal, (sit down time):

Time of speeches:

Time of First Dance:

Wedding co-ordinator's name and tel number:

Best Man's name:

Number of **bridesmaids, pageboys, ushers:**

Names of bridesmaids and ages if children:

Maid of honour:

Colour bridesmaids' dresses:

Number of guests: Wedding:

Reception: Evening:

Photographs - at the house..... - at the marriage venue - at the reception.....

Address for photographs prior to the ceremony

Parents' names

Other important family / friends' names and relationship:

Wedding Car:

DJ/ Band

Any special features at Wedding venue:

Any specific requests for photographs at Wedding Venue (Yes) (No) (Please detail if yes)

Group shots (max of 12 advised - photography takes approx 5 minutes per group photo):-

please specify:

Ann Aveyard Photography
Ann Aveyard LSWPP, QGPP, LRPS, ASINWP
12 Shires Close, Ringwood, BH243DJ
www.ann-aveyard.co.uk

Contract: This agreement is between Ann Aveyard Photography and

.....

Wedding date:.....

1. A summary of the Contract

The photographer is responsible for providing for the client a photographic service and products as detailed in section 2 (coverage). The client undertakes to engage the photographer for this coverage for the price as detailed in section 3.

2. The Coverage

Coverage will be provided by the photographer as follows:

Wedding date:

Coverage to commence at:

Coverage to finish at:

Wedding location:

Other locations where coverage is required:

Product package included in the coverage:

The photographer cannot be held responsible for the lack of coverage caused by the couple or other members of the wedding party not being ready on time, nor by restrictions placed on the photographer by officials of the church, register office or licensed marriage venues. The photographer is limited by the guidelines of the ceremony official or reception site management. The client agrees to accept the technical results of their imposition on the photographer. Negotiation with the officials for moderation of guidelines is the client's responsibility.

The photographer will document the events in a candid manner and take formal portraits as necessary.

Prior to or during the event, the client may inform the photographer of subjects which they would like photographed, but the final content of the images is at the discretion of the photographer.

The client will ensure that guests at the event do not interfere with the photographer's work.

The parties agree to a pre-event consultation before the date in order to finalise the actual shooting times, locations, changes, extensions. Additional services such as musical entertainment, videography etc should be made known to the photographer.

The couple agree to set aside enough time before the ceremony to allow the photographer and assistant to complete pre-wedding photographs.

The couple agree to set aside enough time after the ceremony to allow the photographer and assistant to complete the formal wedding photographs. (approx 25- 30mins for group shots and a further 30 - 45 minutes exclusively with the couple) If the couple are late then Ann Aveyard Photography cannot be held responsible for lack of time to take the desired photographs.

A designated appointee should be assigned the duty to assist the photographer to gather people for the group shots and to point out important individuals for informal or candid photographs.

3. Payment Arrangements

The client will pay the photographer a total fee of £..... subject to the following terms.

A booking fee of £200 is payable when the contract is signed; this fee is non-refundable after the cooling off period, section 4.

Balance of payment £.....(remaining balance after booking fee) is to be made in full no later than 30 days prior to the date of the wedding.

Cheques should be made payable to Ann Aveyard or payment can be paid through internet banking (bank details on request).

Any additional payments for albums, prints, disks etc not included in the wedding package are to be made at the time of order.

Mileage within a 30 mile radius of Ringwood (BH24) is included with the price. Travel outside the area of coverage is chargeable at 60p per mile and will be notified to the couple in advance of booking.

4. Cancellation

A 'cooling off period' of 14 days from the date of this contract is granted and should a cancellation be received in writing during that time then all monies will be refunded.

5. Copyright Law.

English Copyright Law states that the copyright of photographs remain with the photographer. (Copyright, Design and Patents Act 1988). The copyright of all photographs is retained by the photographer, Ann Aveyard Photography. Where a disk of photographs has been provided to the couple as part of their wedding collection then these photographs may be printed and displayed online for personal use only.

6. Model Release . Ann Aveyard Photography would like your permission to use a few selected images from your wedding for promotional purposes on her website, social media etc You have the right to request that your images are not used for promotional purposes. Please complete the form at the end of the contract to opt in to your images being used in this way.

6 Image size, colour style and composition

All image sizes are approximate. The photographer will provide a pleasing colour balance but cannot guarantee exact colour matching. Owing to photo-chromatic anomalies caused by a combination of certain dyes and materials, especially in man-made fibres, it is sometimes impossible to record on camera the exact colour of materials as perceived by the human eye.

It is understood that some colours may not remain consistent throughout a set of photographs owing to variations in lighting conditions. The colour balance of prints made at different times or in varying sizes may also be variable.

Due to the limitations of computer monitors it is understood that images may appear differently according to the specification of each monitor and that prints will not match images rendered on any particular monitor.

7 Attendance and Liability

In the unlikely event of total photographic failure or cancellation of the contract by Ann Aveyard Photography, liability shall be limited to a full refund of monies paid. This liability applies to the photographer being unable to perform due to causes beyond the control of the parties or due to the photographer's illness or injury. This limitation on liability shall also apply in the event that images are lost through equipment malfunction or otherwise lost or damaged without fault on the part of the photographer.

In the unlikely event of cancellation of this contract by either party the liability of one party to the other shall be limited to the total value of the contract. Neither party shall be liable for indirect or consequential loss.

8 Weather and/or delays

Weather permitting; the photographs will be taken as agreed. In the event of inclement weather, the photographer will make the necessary changes to the schedule and will do her best to produce coverage of the wedding within the time allocated to her.

9 Requested photographs

The photographer cannot be held responsible for the loss of any photographs that have been requested if the wedding is running late, or the lack of co-operation from the couple, and or guests, or delays caused by other operators employed on the wedding day.

All your guests will have digital cameras and all your guests will want to photograph the bride and groom. The couple agree to give the photographers precedence over their guests in order to take the photographs required for the wedding services. The photographer cannot be held liable for a lack of wedding photographs if guests taking their own photographs continually interrupt the photographer's work.

10 Licensed by this contract, it is agreed that Ann Aveyard Photography act as the Sole Professional Photographer for the time allocated and any other terms agreed to in this document. To change or add to this agreement must be done in writing and signed by all parties.

11. Privacy - please refer to the Privacy Policy on the website

We have read, understood and agree to the terms and conditions of this contract. Yes / No

We have completed the consent form. Yes / No

Photographer: Ann Aveyard Photography

Signed: *Ann Aveyard*

Print name

SignedDate.....

Print name

Signed.....Date.....

Privacy - Data is collected by Ann Aveyard Photography with the sole purpose of providing you with a service.

Ann Aveyard Photography
Ann Aveyard LSWPP, QGPP, LRPS, ASINWP
12 Shires Close, Ringwood, BH243DJ
www.ann-aveyard.co.uk

Consent form for wedding photography

Ann Aveyard Photography takes your privacy very seriously. A copy of Ann Aveyard Photography's privacy policy has been prepared in line with the EU's General Data Protection Regulation (GDPR), which promotes fairness and transparency for all individuals in respect of their personal data. The full policy document can be found on the website www.ann-aveyard.co.uk The policy applies to all data we process.

GDPR also requires consent for use of photographic images.

We consent to the following use of our wedding photographs:

In photographic competitions yes / no

On the website of Ann Aveyard Photography yes / no

On social media of Ann Aveyard Photography (e.g Facebook, Instagram) yes / no

In print for promotional materials e.g. brochures yes / no

With your other wedding suppliers for them to use for promotional purposes yes / no:

Signed: _____ Date: _____

Signed: _____ Date: _____