

	<b>Wedding Booking Form</b>
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	115 Camden Road Tunbridge Wells Kent TN1 2QY Tel: 01892 614990
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Date booking made:  
Name of bride and groom:  
Bride / Groom's contact address:

Photography Package option 1 / 2 / 3 / 4 / 5 / other Please circle your option  
and list any amendments below.  
Other amendments:

Telephone numbers:  
Bride and groom's e-mail address:  
Wedding Date:  
Time of Ceremony:  
Address for Ceremony:  
Address for reception and time you and your guests are sitting down to eat:

Address of where bride is leaving from and time:

Number of bridesmaids/ page boys:  
Number of Ushers:  
Number of guests:  
Date returning from honeymoon:  
Total Package Price:  
Deposit of £400 paid: Yes/No  
Date Final Balance Due:

**Wedding Contract, Terms, Conditions and Booking**

It is mutually agreed that the following terms of agreement form an integral part of this

contract and no variation or modification shall be effective unless accepted by Mirror Image Photography Ltd in writing.

**BOOKING DEPOSIT:** A non – refundable payment of £400 is required at the time of booking, together with a signed contact and booking form. Dates are only reserved when this payment is made by cash, cheque, credit or debit card.

**FULL PAYMENT:** The balance payment is due 1 month prior to the wedding. Payment for additional album photographs, prints and frames is made after the wedding or at the time of ordering. All reorders and album upgrades shall be treated as an extension of this contract and will be charged for at the studio prices prevailing at the time of ordering.

**CREATIVE LICENCE:** Mirror Image Photography shall be granted artistic and creative licence in relation to the choice of locations and poses used. The photographers judgement on photographic style and the number of photographs taken, shall be deemed correct. Due to changes of weather and the availability and willingness of subjects, the photographer 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.

**MODEL RELEASE:** Mirror Image Photography Ltd requests the Bride and Groom's permission to use the digital images and reproductions for the photographer's web site, displays, samples, self-promotional advertising and print competitions. By signing this contract, the photographer has your consent to this model release.

**IMAGES:** The photographer will provide a pleasing colour balance, but cannot guarantee exact colour matching owing to anomalous reflectance caused by combination of certain dyes and materials, especially man-made fibres.

**RETOUCHING:** Retouching, digital manipulation and artist finishing is available to the client as an optional extra for an additional price to be quoted at the time.

**COPYRIGHT:** The 1988 Copyright, Designs and Patents Act assigns the copyright to Mirror Image Photography Ltd. You may not copy the photographs taken under this contract, or allow copies to be made photographically, electronically or by any other means.

**FORCE MAJEURE:** In the unlikely event of total photographic failure, injury or sickness beyond Mirror Image Photography Ltd's control , the companies liability shall be limited to a full refund of all monies paid. Your statutory rights are not affected.

**CANCELLATION:** If Mirror Image Photography Ltd 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. The client may cancel this contract at any time by giving written notice. As compensation for the loss of income for Mirror Image Photography Ltd, the following charges apply as a percentage of the total fee due:

120 – 60 days (before the wedding)	33%
59-30 days	66%
29 days or less	100%

Should the cancelled wedding 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 the time.

**COMPLAINTS:** Any complaints should be raised by the client with Mirror Image Photography Ltd in writing. We endeavour to respond to any complaint within 48 hours.

**DIGITAL FILES:** The digital files remain the property of the Studio and remain on file for 1

year. It is not guaranteed the orders can be fulfilled after this period, but if they can they will be subject to an additional search fee.

**PRICES:** All prices fully include VAT.

**DELIVERY OF ALBUM:** Clients are required to select the images for their album within 3 months of their return from honeymoon. After this period any manufacturing price increases incurred by the studio will be passed on to the clients.

**I have read this booking form and agree to abide by the terms of agreement set out in it. I understand that the terms of this agreement cannot be changed unless agreed by both parties in writing.**

**Bride's signature .....**

**Groom's signature.....**

**Date .....**

# Wedding Photographs

The following list forms the basis of the photographic coverage that we aim to capture. This is not a guarantee and is supplied as a guide only. If you would like to make any changes to this please delete any photos you will not require and add any requests at the bottom of this form.

Name..... Date of wedding.....

## **Prior to arriving at ceremony:**

Bride on her own  
Bride with bridesmaids  
Individual shots of bridesmaids  
Bride with mother  
Bride with father  
Bride with both parents  
Parents together

## **Ceremony/ Reception:**

Groom  
Groom and best man  
Groom, best man and ushers  
Groom with his parents  
Bride getting out of car  
During ceremony (you will need to establish what is permitted and what you would like)  
Signing register with and without witnesses  
Walking down aisle  
Couple outside ceremony venue (if setting/ weather permits (These shots will be done at venue otherwise)  
Bride and groom with best man  
Bride and groom with best man and bridesmaids  
Bride and groom with bridesmaids  
Bride and groom with brides parents  
Bride and groom with immediate family  
Bride and groom with brides relatives  
Bride and groom with both sets of parents  
Bride and groom with groom's parents  
Bride and groom with groom's immediate family  
Bride and groom with all groom's relatives  
Bride and groom with all guests (If suitable space is available ie. Steps or from a window looking down.  
Formal shots of couple on their own featuring the venue setting  
Couple inside car  
Mock cutting of cake  
Cake on its own  
Couple toasting each other

## Requests