**Booking & Session Agreement Form**

**Type of Session**

**Session Date/Due date**

**Clients Details \***

**First Name**

**Surname**

**Phone Number \***

**Email \***

**Address \***

**Line 1**

**Line 2**

**City**

**County**

**Post Code**

**Clients Signature and Print full Name \***

**Booking date \***

£40 Non Refundable Booking Fee Paid for the Session (deducted from total session fee)

 Session Costs without Prints/Digital Files to be paid before the Session (see T&C's) £\_\_\_\_\_\_\_\_\_\_\_

 Price of Prints/Digital Files to be paid upon completion £\_\_\_\_\_\_\_\_\_

 Copyright Back Up Disc Option £\_\_\_\_\_\_\_\_\_

**Terms and Conditions**

This agreement is between the client booking the photography session (hereinafter referred to as the "Client"), and Snapz Photographic Services, herein after referred to as the "Photographer"

**Cancellation:**

You have 14 days to cancel this agreement in writing however, In the event of the Client cancelling the session for whatever reason the booking fee of £40 is non-refundable. It will be considered as liquidated damages to the Photographer, if the session is cancelled with less than 24 hours notice the full session fee is retained to cover the loss of bookings for that date, this is enforceable even if this contract hasn't been signed, purchasing the session is entering into a contract of sale.

**Entire Agreement:**

 This agreement contains the entire understanding between the Client and the Photographer.

**Cooperation:**

The Client and the Photographer consent to happily cooperating and communicating with each other to achieve the best possible result within the understanding of this contract.

**Copyright Law:**

The copyright of photographs remains with the Photographer. The Photographer grants the Clients permission to make copies of the images under the following conditions. The images taken by the Photographer are for personal use by the Clients and their friends and relatives. Sale, Publication or any Commercial use of the photographs is not allowed without prior written permission from the Photographer. Alternation of any images handed to the client is strictly forbidden by anyone other than the original photographer, you may not pass copies of any images to any other professionals without the prior consent of your photographer, and then if permission is granted only small file watermarked versions can be shared.

RAW images will remain the property of the photographer and cannot be transferred to the client or purchased.

**Editing**

Your photographer has full rights to make the selection of the images that he feels are the images that reflect his style and quality of work, during the image selection process any images that are not suitable for selection are removed and will not be available to the client, your photographer is allowed to have full artistic licence with editing.

If after the images are received you feel you don't like any of them there will be **no refund** as the fee is to cover the session time and editing.

Alternation of any images handed to the client is strictly forbidden by anyone other than the original photographer, If any re-edits are required after images are handed over the charge is £5 for each additional image to be re-edited.

Editing time after the session can be up to 14 days but is often less, the digital files are delivered as soon as purchased or chosen, with BACKUP discs being posted as a backup option only, these are posted between 2-3 weeks after your digital files are delivered.

**Retouching**

It is not possible for your photographer to know how you prefer to look, and cannot spend the time in your shoot adjusting your hair or clothing to ensure it is perfect to you as every person prefers something different, please ensure you look the way you would like to in the photos before they are taken.

**Limit of Liability:**

If the photographer is too ill or becomes injured and cannot attend your session another alternative date can be arranged, and the photographer cannot be held liable for any loss of earnings incurred for missed sessions and will reschedule to a session that suits the client.

**Display of Images**

We may display photographs to promote Snapz Photographic Services on the Snapz Photographic Services website, on wedding photography related websites, in exhibitions, in advertising, brochures, magazine articles and other such material, providing that the images used are used lawfully and without damage to Snapz Photographic Services client(s). The rights of the people captured in these photographs are protected by Snapz Photographic Services as detailed in this privacy policy. Potential clients will be asked to give permission for this as part of the contractual agreement before any work is undertaken.

 We/I agree to have our photographs displayed (protected with watermark)

 We/I do not agree to have our photographs displayed

**Payments:**

Payments may be made in the form of cash, cheque or bank deposit/transfer. Please email a copy of the transfer slip/remittance receipt as proof of payment.

**Appointments**

Your first initial informal meeting will be there to meet and greet each other and to discuss your plans and requirements and also my services - this will be free for the first hour, any consequential time will be charged at £10 per hour.

**Cancellation:**

In the event of the Client cancelling the session for whatever reason prior to the session the booking fee of £40 is non-refundable. It will be considered as liquidated damages to the Photographer, if the session is cancelled with less than 48 hours notice the full session fee is retained to cover the loss of bookings for that date.

Cancellations due to bad weather - £40 booking fee is retained for holding the date, the weather is not something I can control.

 We/I have understood the contents of this contract and agree to the terms therein.

\*\*\*By filling in this form acts as a legal binding contract between Client and Photographer and means that you have agreed to all of the terms and conditions\*\*\*

If you want to cancel your contract with Snapz Photographic Services then this must be done in writing within 14 days of agreeing to the terms and conditions within this contract.

**If the contract is cancelled in the last 24 hours prior to the session date none of the balance shall be refunded and the full amount remains with the photographer.**

\*\*\*If you arrive 30 minutes or more late for your session your session will be cancelled and the session fee will be retained. If you do not show for your session or cancel with less than 24 hours notice the session is cancelled with **no refund** \*\*\*