

Wedding Booking Form

admin@justweddingfotos.co.uk

Personal Information

Booking Ref (Office Use)

Please Use Block Capitals

Bride Name	Groom Name
Contact Number	Contact Number
Email:	Email:
Address (to post CD)	
Post Code	

Wedding Information

You can provide extra information with regard to your wedding plans, if you think this will assist us on the day - please type this separately and attach to the Wedding Booking Form.

Wedding Date	Ceremony Time	Wedding Breakfast Time
Ceremony Venue Address		No. of Guests
Tel		
Reception Venue Address		
Tel		

Formal Portraits/Group Shots (Please see website for main detail)

Please Take Formal /Group Shots at: Ceremony Venue /Reception Venue <i>(Delete which not required)</i>									
<p>Please tick for preferred shots required:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Bride and Groom with all Bride's Family <input type="checkbox"/> Bride and Groom with Bride's Parents <input type="checkbox"/> Bride and Groom with Friends <input type="checkbox"/> Bride and Groom with Children <input type="checkbox"/> Bride and Groom with Both Sets of Parents <input type="checkbox"/> Bride and Groom with all Guests <input type="checkbox"/> Bride and Groom with all Groom's Family <input type="checkbox"/> Bride and Groom with Groom's Parents 	<ul style="list-style-type: none"> <input type="checkbox"/> Bride and Groom with Grand Parents <input type="checkbox"/> Set-up cutting of the Wedding Cake <input type="checkbox"/> Bride with Groom Portrait Poses 								
<p>For Office Use</p> <table> <tr> <td>Booking Fee Paid:</td> <td>Date</td> </tr> <tr> <td>Account Balance Due</td> <td>Date</td> </tr> <tr> <td>Account Balance Paid</td> <td>Date</td> </tr> <tr> <td>Other</td> <td></td> </tr> </table>		Booking Fee Paid:	Date	Account Balance Due	Date	Account Balance Paid	Date	Other	
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Account Balance Due	Date								
Account Balance Paid	Date								
Other									

Prepaid Extras <i>(please state clearly)</i>	Extras Required e.g. Boxed DVD. Extra Coverage - Charged at £60 per hour Mileage - 99p per mile (more than 15 miles from our Northop Studio) - Use AA Route Planner to calculate.
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Total Photography Cost	£499.00	Payment Method (please tick)
Prepaid Extras	£	Cheque/PO <input type="checkbox"/> Credit Card <input type="checkbox"/> Cash <input type="checkbox"/>

Cheques Payable to 'Just Wedding Fotos'. You can pay by Credit Card at our website or by telephoning direct to our office. Full Payment is required two weeks prior to your wedding date.

Signature (Bride)	Signature (Groom)
Please read terms of business on reverse	Date

Terms & Conditions – JustWeddingFotos.co.uk

Just Wedding Fotos, hereinafter referred to as JWF in this document, is a subsidiary of CameraCat.co.uk – a UK sole trader. 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 the photographer in writing.

Booking Fee: Bookings are made strictly on a first come first served basis. Provisional holding of dates for up to 48 hours is acceptable but after this dates will **only** be reserved upon receipt of a full booking fee. The photography/creation booking fee is payable when the client signs the contract. The £100 booking fee covers our expenses, administration costs and secures the time/services of the photographer(s) for the wedding. The booking fee is not refundable or transferable in the event of cancellation, it being the agreed loss suffered by the photographer due to cancellation. **Cancellation less than 12 weeks before the wedding will result in payment in full.** All cancellations must be in writing. Weddings that are postponed to a later date will retain the fee as long as the photographer can re-schedule for the new time and date.

Payment Terms: £100 Booking Fee - payable at the time of booking our services. The remainder of the fee is due to be paid 2 weeks prior to the wedding. **Payment for any additional services must be paid for in full at the time of ordering.** The client may order additional advertised products as required, at extra cost as per our current price list.

Display: I/we the client hereby agree to allow the photographer to display any photographs covered by this contract in his studio, portfolio, internet site, display areas, exhibitions, advertising, press, media, competitions, slide shows or other commercial uses.

Photographs/Computer images: Photograph file sizes are nominal and provided as JPEGs unless, by prior agreement, they are specified in another format. The photographer will provide a pleasing colour balance but cannot guarantee exact colour when images are printed. This is owing to anomalous reflectance caused by a combination of certain dyes and materials, especially man-made fibres. It is sometimes impossible to record on film the exact colour of materials as seen by the human eye; therefore all colour balances are purely perceptual.

Retouching: Any retouching and art finishing is available as an optional extra and will be charged at cost.

Copyright: The 1988 Copyright Design and Patents Act section 77 & 80 assigns the copyright of the photographs taken, to the photographer. Where applicable, reproduction rights are given with the CD of images provided – this will be clearly stated on the CD packaging. If not stated, it is contrary to the Act and an offence to copy or allow to be copied, the photographs covered by this contract by any means.

Licence: The photographer shall be granted an artistic licence in relation to the poses photographed and the locations used. The photographer's judgement shall be deemed as correct in relation to pose and location used.

Force Majeure: The due performance of the work detailed above is subject to the photographer's alteration or cancellation owing to any cause beyond his control. In the unlikely event of total failure or the photographer's cancellation of the contract, liability shall be limited to a refund of all monies paid to the date of cancellation.

Negatives/Computer Images: The negatives/digital files remain the property of the photographer. Files are kept on an active file for six months after which time a search fee will be made in addition to the prices in force at the time. The photographer agrees to keep the negatives/digital files for a period not less than two years.

Complaints: In the unlikely event of a complaint arising from the work, the photographer will do all that is reasonable to ensure the matter is resolved promptly and fairly. The photographer holds public liability insurance. Liability is limited to replacement costs of materials in all cases. In the event of a complaint any media must be returned to JWF within 7 working days.

Media: It is customary for the photographer to choose the equipment/media for each photograph. Whilst clients' wishes are taken into account, the photographer reserves the right to make the final decision on the day.

Event Insurance: To protect against the unforeseen, we recommend you take out Event Insurance. Should it be necessary to change your wedding plans, insurance can cover you for lost deposits, booking fees and also problems on the day.

Web-Based Business – JWF endeavours to be a web-based business as much as possible to reduce the overall cost of your wedding photography. For this purpose, unless there are exceptional circumstances we do not meet potential clients to discuss wedding requirements or arrangements. The client agrees to conduct all business via the official JWF web area or by telephone.

Formal Portraits/Group Shots – JWF endeavours to accommodate Client requirements, as stipulated in the Client's preferred Group/Portrait Shots. JWF is not responsible for the behaviour or unwillingness of guests to participate in any photography or group shot. JWF endeavours to take all images requested within the time constraints of this contract but is not responsible for failure to record such shots if time or circumstances do not allow.

Contract Time For Photography – The total time for completion of the wedding photography will be Four Hours or one hour before the agreed Ceremony time until the Bride and Groom sit down for their Wedding Breakfast, whichever is shortest. Any photography time after Four Hours will be charged at the rate of £60 per hour, or any part thereof. This will usually be agreed prior to the Wedding Day but further hours can be agreed on the Wedding Day by mutual agreement.

I/we the assigned, hereby assign the photography of my/our wedding to JWF. I/we authorise them to be the sole photographers of this event. I/we further agree to the provision for payment as outlined above. I/we agree to the terms of business as set out above. I/we have signed in agreement of such overleaf. In the absence of the Bride or Groom's signatures, either set of parents will be required to sign on their behalf.

THANK YOU FOR CHOOSING JUST WEDDING FOTOS.co.uk