

Photographer Notes**Bride & Groom:** _____ & _____**Consultation Date:** _____ **Wedding Date:** _____ **Portrait Date:** _____**Consultation Time:** _____ **Wedding Time:** _____ **Portrait Time:** _____
Deposit: \$ _____ **Payment:** \$ _____ **(Due: __ / __ / __)** **Balance Payment:** \$ _____ **(Due: __ / __ / __)**
 Check Cash Check Cash * (Received: __ / __ / __) Check Cash * (Received: __ / __ / __)
Completion/Delivery Notes:
* _____ **Portraits Online** * _____ **Portrait Print & CD Delivery** * _____ **Extras**
* _____ **Wedding Online** * _____ **Wedding Print & CD Delivery** * _____ **Album Digital Files Submitted**
* _____ **Revisions Online** * _____ **Digital Files (*Approval To Print)** * _____ **Wedding Album Delivery**
* **Notes:** _____**Wedding Photography Agreement**

Print TWO copies; fill in the following information & return to Kimberly. Please initial at the bottom of each page of the contract.

Bride's Full Name: _____**Address:** _____ **City:** _____ **State:** _____ **Zip:** _____**Email:** _____ **Phone Number:** (_____) _____ - _____ **Cell:** (_____) _____ - _____**Groom's Full Name:** _____**Address:** _____ **City:** _____ **State:** _____ **Zip:** _____**Email:** _____ **Phone Number:** (_____) _____ - _____ **Cell:** (_____) _____ - _____**Wedding:** Day _____ Month _____ Date _____ Year _____**Please Select:** Morning | Afternoon Afternoon | Evening Evening**Pre-Ceremony Requested Time of Arrival:** _____ **Location:** _____**Address:** _____ **City:** _____ **State:** _____ **Zip:** _____**Ceremony Time:** _____ **Location:** _____**Address:** _____ **City:** _____ **State:** _____ **Zip:** _____**Reception Time:** _____ **Location:** _____**Address:** _____ **City:** _____ **State:** _____ **Zip:** _____**Additional Contact Person:** _____**Email:** _____ **Phone Number:** (_____) _____ - _____ **Cell:** (_____) _____ - _____**Signatures****Bride:** _____ **Date:** _____ **Groom:** _____ **Date:** _____**Photographer:** Kimberly Stricklin **Cell:** (443) 869-0167 **Signature:** _____ **Date:** _____**Please Mail to & Make Checks Payable to:** Kimberly Stricklin 8211 Watersedge Road Baltimore, MD 21222**www.touchofsunshinephotography.com**

Wedding Photography Service & Package Details

- ____ Hours Wedding Day Coverage. (Start Time _____ (pm/am) | End Time _____ (pm/am))
- Invited to a Free No-Obligation Consultation (*I am located in the 21222 area*)
- High-Resolution CD *Digital Negatives* (Includes the Rights to Reprint Images for Personal Use)
- Online Gallery (Client & Guests: View, Download & Order Professional Quality Prints Online)
- Unlimited Images Taken During Event / Mixture of Color &|or B&W.

WEDDING COVERAGE ONLY: ____ HOURS

PHOTOBOOK * SIMPLICITY

- Up to 8 Hours of Wedding Day Coverage
- 1 - 15"x11" Leather PHOTOBOOK Album (Up to 15⁽³⁰⁾ Pages)
- 350+ 4x6 Prints in an Archival Box

PHOTOBOOK * CLASSIC

- Up to 8 Hours of Wedding Day Coverage
- 1 - 15"x11" Leather PHOTOBOOK Album (Up to 15⁽³⁰⁾ Pages)
- 2 - 11"x8" Parent Leather PHOTOBOOK Albums (Up to 15⁽³⁰⁾ Pages)
- 350+ 4x6 Prints in an Archival Box
- Wedding Enlargements : 1-11x14 | 4-8x10 | 8-5x7 | 20 Wallets
- * Engagement Portrait Session | Engagement Enlargements:
2-8x10 | 4-5x7 | 20-4x6 | 20 Wallets
- * 11"x8" Leather Guestbook
* Custom Designed w/ Engagement Portraits (Up to 10⁽²⁰⁾ Pages)

PHOTOBOOK Cover Options

Color: Black Leather Brown Leather

PREMIUM ALBUM * PREMIER

- Up to 8 Hours of Wedding Day Coverage
- 1 - 10"x10" Premium Album (15³⁰ Pages)
- Flush Mount | Custom Design | Embossed Names & Dates
- 350+ 4x6 Prints in an Archival Box

Upgrade the 10"x10" Album to an 11"x14" Premium Album
*ADD \$150 to the Package Price.

PREMIUM ALBUM * ULTIMATE

- Up to 8 Hours of Wedding Day Coverage
- 1 - 10"x10" Premium Album (15³⁰ Pages)
- Flush Mount | Custom Design | Embossed Names & Dates
- 2 - 8"x8" Premium Album (15³⁰ Pages)
- Flush Mount | Custom Design | Embossed Names & Dates
- 350+ 4x6 Prints in an Archival Box
- Wedding Enlargements: 1-11x14 | 4-8x10 | 8-5x7 | 20 Wallets
- * Engagement Portrait Session | Engagement Enlargements:
2-8x10 | 4-5x7 | 20-4x6 | 20 Wallets
- * 15"x11" Leather Guestbook
* Custom Designed w/ Engagement Portraits (Up to 10⁽²⁰⁾ Pages)

PREMIUM ALBUM * PRESTIGE

- Up to 8 Hours of Wedding Day Coverage
- 1 - 11"x14" Premium Album (15³⁰ Pages)
- Flush Mount | Custom Design | Embossed Names & Dates
- 2 - 8"x10" Premium Album (15³⁰ Pages)
- Flush Mount | Custom Design | Embossed Names & Dates
- 350+ 4x6 Prints in an Archival Box
- Wedding Enlargements: 1-11x14 | 4-8x10 | 8-5x7 | 20 Wallets
- * Engagement Portrait Session | Engagement Enlargements:
2-8x10 | 4-5x7 | 20-4x6 | 20 Wallets
- * 15"x11" Leather Guestbook
* Custom Designed w/ Engagement Portraits (Up to 10⁽²⁰⁾ Pages)

PREMIUM ALBUM Cover Options

Color: Black Pearl Custom: _____

Cover Names & Date Embossing: Gold | Silver

1st Line: _____

2nd Line: _____

Complete Set of Preview Prints

* Engagement Portrait Session * Prints: 2-8x10 | 4-5x7 | 20-4x6 | 20 Wallets *
* Preferred Month : _____ Preferred Location : _____ *

15"x11" GuestBook 11"x8" GuestBook

11"x14" Matted 5"x7" Engagement Photo for Guest to Sign

4x6 'Save the Dates' * Qty 50 x ____

4x6 'Invite Guest to View Photos Online' * Qty 50 x ____

Package Cost & Extras: \$ _____ . ____
Promotions/Discounts: \$ _____ . ____
Total Investment: \$ _____ . ____

Initials: _____ & _____

Wedding Photography Service Contract

Payment for Services & Payment Schedule

A non-refundable retainer of \$500 is due at the signing of this Agreement.

This retainer is applied toward your total investment agreement. Upon receipt of the retainer, The Photographer (Kimberly) will reserve the date & will not make another reservation for that day. ****For this reason, all deposits are non-refundable, even in the event the Weddings date has been changed or canceled for any reason.*** Kimberly will not reserve your wedding date until after receipt of a signed contract & deposit. All deposits & payments may not be transferred to another party, bridal couple, or anyone else without my prior written consent.

The Final Balance Payment of \$ _____ . __ is due no later than Two Weeks Prior to the Wedding Date. If this agreement is signed less than fourteen days from the Wedding Date, then all payments are due at signing.

*Please note that photography will not begin until final payment for services has been paid in full. **If the remaining balance is not paid in full, two weeks prior to the scheduled event, I, Kimberly, reserve the right not to photograph the event.** In the event Kimberly still chooses to photograph the event; the client will be charged a \$100 fee, as well as a \$25 fee for every 30 days following the Wedding Date thereafter. Digital Files will no longer be available to the client if all payments & fees have not been paid within 90 Days following the Wedding Date.*

Personal arrangements for payments/financing of photography services are considered an agreement among the Client (The Bride & Groom) & the payee only. The Photographer's sole responsibility is to the Client (The Bride & Groom) for all matters concerning wedding photography; all other parties involved, requests made &/or inquires will be directed/forwarded to the Client (The Bride & Groom).

Responsibilities & Limits of Liability

The Photographer, Kimberly, may bring one assistant at her discretion. Photographer will be equipped with two camera bodies & at least two or more forms of digital storage. The Photographer will have the proper back-up equipment in case of the unlikely event of an equipment failure. Both The Photographer & Assistant will be dressed in professional attire. In order for the Client to receive the best service and most compelling photos possible, The Photographer must be the exclusive professional photographer for the wedding. Additional professional photographers may be employed only with prior written consent from The Photographer, Kimberly. Wedding guests are welcomed to take photos, but it is the responsibility of the Client to prevent family and friends from interfering with Photographer's duties. The Photographer, Kimberly, is not responsible for compromised coverage due to causes beyond her control such as others people's cameras & flash, the lateness of the bride, groom, family members and bridal party members or other principles, weather conditions, schedule complications, rendering of decorations, or restrictions of the venues or officiate. The Photographer is not responsible for existing backgrounds or lighting conditions which may negatively impact or restrict the Photography coverage.

While every reasonable effort will be made to produce and deliver outstanding photographs of the Wedding Events, the entire liability of The Photographer, Kimberly, to the Client for any claim or loss arising from her performance is limited to a refund to the Client of the amount paid for services ONLY. The Photographer, Kimberly, takes the utmost care with respect to exposure, transportation, and processing the photographers. However, in the unlikely event that all the photographs have been lost, stolen, damaged or destroyed for reasons within or beyond Kimberly's control, Kimberly's liability is limited to the return of all payments received for the event package. The limit of liability for a partial loss of originals shall be a prorated amount of the package selected, based on the percentage of originals lost. Because a wedding is an uncontrolled event, The Photographer, Kimberly, will not be held liable for the finished product or incomplete coverage in the event of tardiness or time restrictions placed on The Photographer by The Client or any outside vendors, including clergy or church restrictions and/or policies on the day of the event. In the unlikely event of personal illness or other circumstances beyond the control of The Photographer, a substitute photographer will be offered to you as a replacement to fulfill the obligations of The Photographer. In such case that the Client declines the substitute photographer, the Client may terminate this agreement and will only receive a full refund of all moneys paid. The Photographer will not be responsible for any charges beyond the amount refunded for this contract's Total Package Cost.

Permissions

It is the client's responsibility to schedule & receive permission to use various locations for photographer, including the wedding and receptions locations, and any other locations that will be used during the day. If the Client disagrees with any restrictions placed on the photographer by outside vendors, the officiate, or venue. It is the responsibility of the Client to resolve the matter.

Copyright & Photo Discs

All photographs taken by Kimberly are her property, will remain her property, and are protected by the United States Copyright Laws (USC Title 17). The Client hereby waives any claims for ownership, income, editorial control, and use of the images. Violators of this federal law will be subject to its civil and criminal penalties. The Client will receive Photo Discs with the agreement; all photographs created by The Photographer, Kimberly are copyright protected. It is a violation of Federal Copyright law to allow photographs The Photographer has created to be reprinted, duplicated, digitally reproduced, copied, scanned, or altered (digitally or otherwise) for ***anything other than personal use***, without The Photographer's written permission. The release grants The Client the right to reproduce the images provided as Digital Negatives, for their personal use only and does not allow the photos to be altered, sold or published. Client further aggress not to supply images to any third parties; including vendors associated with the event or album designers, without the written consent of The Photographer, Kimberly.

Upon receipt of a photo CD or DVD, The Client accepts all responsibility for archiving and protecting the photographs. The Photographer does not and will not permanently archive image files. Photographer is not responsible for the lifespan of any digital media provided or for any future changes in digital technology or media readers that might result in an inability to read the discs provided. It is the Client's responsibility to make sure the digital files are copied to any new media that may be required. Online Galleries will remain available for at least 6 months following the date of the Wedding.

Initials: ___ & ___

Wedding Photography Service Contract

Image Processing/Printing

Unless agreed upon prior to any editing work, high-resolution discs and/or proof sets may contain a mixture of color, black & white, and selective color images. An alternately colored version of a photo may be purchased at quoted rate. Limited color correction and/or retouching are included at The Photographer's discretion. The Client may request further changes for an additional charge. The Photographer is not responsible for any prints that are not ordered directly through her. For best results, clients are advised to supply the high-resolution files to a reputable lab for printing.

Model Release

This contract serves as a model release giving The Photographer, Kimberly, the irrevocable right to use the photographs in all forms, in all media, in all manners, without any restriction as to changes or alterations, for advertising, trade, promotion, exhibition, or any other lawful purposes. The Photographer can grant use of the images to third parties and all compensation for use and credit for the images remain the property of The Photographer, Kimberly. The Client waives any right to inspect or approve the photograph(s), finished version(s) incorporating the photograph(s), or the use to which it may be applied, including written copy that may be created and appear in connection therewith. This release is binding on the Client, their legal representatives, heirs, and assigns.

Delivery Schedule

Online Proofing/Purchasing will be available within 4-6 weeks following the date of the Wedding, usually much sooner. CD &/or Proof Prints will be available within 4-6 weeks after digital images have been posted online. If enlargements are included in the Wedding Package; 4x6 Prints, Enlargements & CD will be available within 4-6 weeks from the date the Client has submitted Image numbers for Enlargements. The Photographer will submit all album designs in the form of digital files in an Online Gallery to the Bride & Groom for review & finalization of the album layout & design (*Design time varies upon album style/layout preference | Custom layouts may take as long as 6 months from the date images were posted online*). It is the client's responsibility to review all text for spelling/date errors before submitting approval to print.

Upon receipt of approval by the Bride & Groom, albums included in the Wedding Package will be submitted, produced, & available within 4-6 weeks from the date of the final approval was submitted to The Photographer. In cases where revisions and/or approval are not submitted to the photographer within 90 days from the date the digital files/revisions were posted online for review; all Albums will be printed & delivered with the digital files as is, from the clients online gallery. No changes can be made after approval has been received &/or albums have been printed.

This Agreement incorporates the entire understand of all Parties involved, all Parties agree to its terms, and acknowledge receipt of a completed copy of the Agreement signed by all Parties. Any modifications of this Agreement must be in writing and signed by all parties. Each person signing as Client(s) below will be fully responsible for ensuring that full payment is made pursuant to the terms of this agreement.

By Signing this Agreement, all Parties confirm agreement to all terms & conditions outlined in this Agreement.

Client		
Bride: _____	Groom: _____	
Signature: _____	Signature: _____	
Date: _____	Date: _____	

Photographer	Please Make Checks Payable & Mail To:
Name: _____	Kimberly Stricklin
Signature: _____	8211 Watersedge Road
Date: _____	Baltimore, MD 21222

Kimberly Stricklin | www.touchofshinphotography.com | 443.869.0167

Additional Wedding Information

Wedding Colors | Theme: _____ Getting Ready Photos... Please Have Available for Photography: Rings | Boutiques | An Invitation

Photos of Groom Getting Ready: Y N Location | Time: _____

Videographer: Y N Name | Company: _____

Lim: Y N Another Special Form of Transportation: _____

Formals: Before Ceremony After Ceremony Time Frame for Formals: _____

Prefer Formals: Inside Outside

Flash Restrictions: May be Used as Needed See Below... Restrictions to the Use of Flash: _____

Officiates Name: _____ Phone &/or Email: _____

Wedding Coordinator: _____ Phone &/or Email: _____

Notes | Special Events | Special Requests | 'Can't Miss Shots': _____
