



Luke Richards Photography

Date of Wedding: _____ Ceremony Time: _____ Ending Time: _____

Name of Bride: _____ Name of Groom: _____

Other Times/Arrangements and Services agreed on

Address and Phone number of Ceremony Location:

Address and Phone number of Wedding Reception if different from above:

Address and Phone number of the Bride:

Address and Phone number of the Groom:

Contact name and mobile number for two people who can be contacted on the day of the wedding

Amount Agreed: _____ **Deposit:** _____

The deposit is due on signing this agreement, with the balance due on or before the day of the wedding. Please make any cheque payable to Luke Richards Photography.

Please read these Terms & Conditions carefully. Ask me about anything you're unsure of. And if you're happy with everything here, please print, sign and pass back to me. Thanks.

The terms

In this document 'you', 'your' and similar refer to the bride and groom whose wedding is the subject of the photography.

'I', 'my', 'I'll' and similar refers to Luke Richards, professional wedding photographer, of Luke Richards Photography.

Confirmation

Without your signatures (at the foot of this document) and your deposit I won't be able to carry out your professional wedding photography. So do please sign, pay, and with the contract sorted we can get on with the exciting stuff.

Pre-wedding consultation

This normally happens at the time of booking. You'll tell me your plans and (broadly) what you want from your professional wedding photography. I'll ask you a few questions about timings and logistics. Where appropriate, I'll offer advice to help you get the best from your photography.

If you'd like an additional chat nearer the date of the wedding to iron out the final details you're welcome to pop in. In any event I'll be giving you a call a few days before the wedding to ensure that there have been no last minute changes.

Cooperation

Wedding photography takes less time and generates better results when the professional wedding photographer has a little help. For that reason I'd appreciate the help of the best man.

I won't take up a huge amount of his time, but I would like him to identify key individuals (so I don't have to bother you) and help organise family groups.

I'll also need notification of the key events at the wedding and you agree to ensure I'm given sufficient notice of cake cutting, speeches, bouquet throwing etc.

Not everyone likes having their photograph taken. If someone asks me not to take their photograph I will use my discretion but generally abide by their request. For that reason, I can't be held responsible if not everyone at your wedding appears on a photograph.

The schedule

I plan the shooting schedule, the way I work and your experience to get the very best out of your professional wedding photography. Your punctuality and cooperation - and that of your guests - will help me do that.

If the wedding doesn't run to time (for example, because the bride arrived extremely late to the church) I can't guarantee to take a normal set of photos but I will do my absolute best to compensate. If I do have to work beyond the hours I've agreed with you the charge will be £50 per hour.

House rules

Every venue has its own rules and a professional wedding photographer is as bound by them as anyone else. I must, therefore, abide by the rules imposed by registrars, ministers and venue management.

Some ministers, for example, insist that no flash photography is allowed. Others will insist that the professional wedding photographer shoot from a specific location. In such circumstances I will be bound by these rules and you agree to accept the limitations that may be imposed on me and the equipment I'm able to use.

I would advise you talk to your wedding venue(s) in advance of your wedding to avoid any nasty surprises.

Copyright

English Copyright Law states that the copyright in photographs remains with the professional wedding photographer. The digital images I take are for your personal use and the use of your friends and relatives and I'm happy to release copyright to you provided the photographs remain for personal use.

If you or your friends and relatives plan to sell any of your wedding photos for profit you or they must obtain my permission.

Model release

You agree that I can use the photographs from your wedding for competition or advertising. You release me and my assigns from all liability and claims in connection with the images.

Limit of liability

If I am too ill or injured to carry out your professional wedding photography and I cannot supply the services we have agreed, I will do everything possible to book a replacement professional wedding photographer. Under normal circumstances I will ensure a second professional wedding photographer is on standby for the day. If a replacement photographer cannot be found liability is limited to a refund of any payments received.

I take great care to prevent the loss of, or damage to, your images. Digital images are backed up constantly to separate storage media throughout the wedding. Duplicate equipment is on hand in case of breakage or failure. Although extremely unlikely, the possibility of images being lost, stolen or destroyed for reasons beyond my control does still remain. In these circumstances my liability is limited to the return of fees paid for the service or part thereof according to the percentage of original images I'm able to supply.

Booking deposits

If you have to cancel your wedding for any reason I'm afraid the booking deposit is non-refundable as it will be considered to be liquidated damages.

Delivery of CD/DVD

Your proofs and photo CD or DVDs are normally ready within 21 days of the wedding. Album packages will normally take up to 28 days to be designed once you have confirmed your image and design choices, and a further 30 days to be printed and delivered.

You must submit your image choices for the album within 6 months of the wedding date. After this period an additional fee is payable.

Once you have selected your images I will design your album and email a PDF (or similar) for your approval before printing begins. Once you've approved your design you can make one further

change to it free of charge. Further changes will cost £50 per change and you should notify me of all changes within two weeks of completion of draft.

We have understood the contents of this contract and agree to its terms and conditions:

Signature of Bride: _____

Signature of Groom: _____

Date: _____

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