



# Wedding Video Memories

Date of Wedding: \_\_\_\_\_ Time of Ceremony: \_\_\_\_\_

Date of Rehearsal: \_\_\_\_\_ Time of Rehearsal: \_\_\_\_\_

Bride's Name: \_\_\_\_\_ Bride's Phone #: \_\_\_\_\_

Groom's Name: \_\_\_\_\_ Groom's Phone #: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Location of Ceremony: \_\_\_\_\_

Ceremony Address: \_\_\_\_\_

Ceremony Phone #: \_\_\_\_\_ Reception Site: \_\_\_\_\_

Rehearsal Dinner Location: \_\_\_\_\_  
\_\_\_\_\_

Coordinator: \_\_\_\_\_ Phone #: \_\_\_\_\_

Photographer: \_\_\_\_\_ Phone #: \_\_\_\_\_

Package Selected: \_\_\_\_\_ Extra Added features listed below:  
\_\_\_\_\_

## *Disclaimer*

I have read and understood the services I will receive from Wedding Video Memories, along with all recommendations. I do not hold Wedding Video Memories nor any of the contractors of Wedding Video Memories liable for anything not listed on these pages. And I understand that the final product will be in direct correlation to how well my wedding is organized and presented. I will not hold them liable for audio or video problems caused by my location, the actions of the bridal party and guests, or the presentation of my wedding that is outside the control of Wedding Video Memories.

Wedding Video Memories takes the utmost care in video taping your event, but in the event Wedding Video Memories fails to comply with the agreement based on situations out of the control of Wedding Video Memories including automobile accidents, equipment accidents, Acts of God, catastrophic events, death or dismemberment, etc, Wedding Video Memories is liability to 50% of the package price.

Only in case of illness or family emergency will Wedding Video Memories attempt to provide a service for you through another vendor. If one cannot be found, Wedding Video Memories will refund 100% of the package price.

Bride: \_\_\_\_\_ Date: \_\_\_\_\_

Groom: \_\_\_\_\_ Date: \_\_\_\_\_

# Wedding Video Memories

## Terms/Conditions and Recommendations

**Video taping Wedding Activities** will only occur if the wedding is organized, allowing the videotaping of such events. If two events are occurring at once, or if the order of the wedding is sporadic, unpredictable, or spontaneous then some events may be missed. Interviews are available only if persons at the wedding desire to say something to the bride and groom. We set aside thirty minutes for interviews and solicit people during this time if the Bride and Groom agree to guest giving advice.

**Bonus material** is available only if there is video taken. Bonus Material usually means activities that do not directly involve the bride and groom together. This may consist of bloopers from guest bad camera shots and extra footage that was removed from the final edited package.

### Rights of Use Statement

Wedding Video Memories reserves the right to use any media (Photography, Videography, File, Drawings, Logos, Music) to advertise and promote itself to potential clients, via Internet, E-mail, Television, Radio, Motion Pictures, DVD, Video, Radio, or any other form of media communication.

### Music and Copyrighted Material

All wedding clients must provide Wedding Video Memories with copyrighted music, clips, or media (from its original source) if used in a non-profit production. No copyrighted media, without a "Right to Use Statement" from the artist or other responsible party, will be utilized in any profit based production. Clients will assume all responsibility for copyrighted items used in their production.

### Meals

Wedding Video Memories does require a "vendor meal" for all events. For most Videography packages only two will be required.

### Original Wedding Tapes

All tapes used are available for purchase at \$50 a tape. All tapes will be reused 60 Days after the Wedding.

### Special Requests

Please make any special request to us. Make sure we know your preferences for Photography or Videography, so that we can do our best to make your memories perfect.

### Payments and Refunds

We require a 50% down payment for all services, if total amount is under \$2,000. The balance is due before or by completion of services. The down payment is non-refundable after 14 days. The final payment is due on the day of pickup. At that time a money order, cashier's check or cash will be accepted. You may pay out the full amount earlier by check. Pickup must occur no later than 30 days after notification of completion of services. If client fails to pick up services they may incur penalties of up to 10% of package price or forfeit services.

If we can't make your event or find someone to shoot your event in our place, we will refund your deposit in full. All refunds will be mailed within 7 Business days of request.

### Harsh Lighting

Bright Sunny Days and Dark Rooms can degrade the quality of Videography, specifically colors or light values of great contrast can cause color imbalances which is further exacerbated by poor or overly bright lighting. Special attention needs to be taken if a Bride and Groom desire an outdoor wedding or a dark reception site. Wedding Video Memories can not be responsible for situations outside of our control. Good lighting will result in better images for both Photography and Videography.

### Location & Travel

Wedding Video Memories travels 50 miles from the State Capital of Georgia or our studio in Fayetteville Georgia. After the first 50 miles, one way, we charge \$.50 a mile

### Destination Weddings

Any location, more than a two hours drive is considered a destination wedding. Wedding Video Memories will Travel to any location in the world to render services. For these weddings, there is an allowance of \$60 per person a day for food, along with a \$75 a night for lodging for most locations. Destination weddings must have overnight lodging, if the wedding / Reception is not over before 9 PM.

Any wedding within 6 Hours (300 miles) will incur a charge of \$.75 a mile; over 6 hours (300 miles) travel will constitute airplane tickets to and from the location and an economy rental car.

### Engagement / Pre-Wedding Photography & Videography

Any pre-Wedding Photography and Videography (including images given for photomontages) must be completed 21 days or more before the event. After 14 days, Wedding Video Memories can not guarantee your item(s) will be ready by the day of your wedding (or Pre-Wedding Events). If pictures, Invitation and Music are not given to us by your wedding day you will forfeit that portion of your video or you will be given the option to purchase it at the current add to your package price.

### Service Pickup & Validation

Wedding Video Memories will notify the client when the preview video is ready. Wedding Video Memories will give the client 5 days for review. During the 5 days or on the 6<sup>th</sup> Day the client has the option to make small changes to the final video if needed and test DVD compatibility. DVD-R's is a format that will play in most consumer level DVD players on both computer and television. We do not guarantee that the DVD-R will play in your system. After the 6<sup>th</sup> day no additional changes can be made. Final videos will be sent when the final video is finished. The client must pick up previewing video within 7 days of notification and any final payments must be made. If the client fails to pick up the video within 7 days, each day afterward will remove a preview day until all preview days are gone. At that point final packages will be created and sent to client if balance has been paid.

### Wedding Recommendations

Suggestions to make your Wedding Photography and Videography the best!

1. Have your wedding and reception in a well lit, but not too bright area.
2. Make sure the wedding and reception start on time.
3. Try not to stand during the Bride's procession.
4. Make sure the reception goes according to the program.
5. Try not to take longer than 20 minutes from one part of the program to the next.
6. Make sure the Wedding Coordinator speaks with Wedding Video Memories.
7. Events should allow time for all vendors including Wedding Video Memories to prepare.
8. Groom must arrive 30 minutes before wedding.
9. Try not to have floral arrangements and other items that block the Bridal Party from view.
10. Enjoy your wedding. Try not to focus on your pictures and video, just have Fun!

Bride: \_\_\_\_\_  
Signature

Groom: \_\_\_\_\_  
Signature

Date: \_\_\_\_\_

