

Wedding Contract, Terms and Conditions, Booking Form

# KG Photography

## Wedding Booking Form

Date of Wedding:			
Name of Bride:		Name of Groom:	
<b>Contact Details:</b>			
Address:		Address:	
Post Code:		Post Code:	
Home Telephone:		Home Telephone:	
Work/Mobile Telephone:		Work/Mobile Telephone:	
email address:		email address:	
Address for Ceremony:		Address for Reception:	
Post Code:		Post Code:	
Time of Ceremony:		Time of Reception:	
<b>Package Details</b> (Prices Applicable for Bookings made prior to 31 December 2013) Initial to Indicate Choice:			
1.	Gold Collection £ 1,170.00		2. Silver Collection £ 910.00
3.	Classic Collection £ 740.00		4. Casual Collection £ 240.00
<b>How information about you will be used:</b>			
The information will be used to manage your requests and purchases. We would also like to send you further information about our products and services. If you agree to be contacted in this way please tick the box(es):		<b>Post:</b>	<input type="checkbox"/>
		<b>email:</b>	<input type="checkbox"/>
		<b>Telephone:</b>	<input type="checkbox"/>
<b>Client's Acceptance:</b> I have read and agree to the attached Terms & Conditions of this Contract. I accept that, on signing, the Contract comes into immediate effect. I understand that Cancellation Charges will apply if the contract is cancelled after 14 days from signing.		Signature:	
		Date:	
<b>KG Photography Agreement:</b> I confirm that I have received a signed copy of this Contract along with the payment of £120.00 as Deposit. <i>(Signed for and on behalf of KG Enterprises (Surrey) Ltd trading as KG Photography)</i>		Signature:	
		Date:	

KG Photography

## Wedding Contract, Terms and Conditions, Booking Form

The following Terms and Conditions form an integral part of this contract and no variation shall be effective unless accepted in writing by both parties.

**Booking Fee:** A deposit of £120.00 is required at the time of booking, together with a completed booking form. The contract will be signed at this time and will have immediate effect. The chosen Wedding Date is reserved only after payment of the deposit. The deposit may be paid by cash or cheque. Cheques should be made payable to KG Enterprises (Surrey) Ltd.

KG Enterprises (Surrey) Ltd offers an unconditional refund for a period of 14 days after the signing of the contract and receipt of the deposit. Under these circumstances the contract will be deemed null and void.

**Payment Of Balance:** The balance, being the difference between the charge for the contracted service and the deposit, must be paid, by the client, not later than 30 days prior to the Date of the Wedding Ceremony. Orders for additional photographs, albums or frames can be made after the wedding. Payments for such additional materials are made at the time of ordering.

**Creative Licence:** KG Photography are hereby granted creative and artistic licence in relation to the choice of locations and poses used. The choice of locations, groups and poses will be at the sole discretion of KG Photography and its representatives. The photographer's judgement on all issues of creative and artistic licence will be assumed correct at all times. Due to the constraints that may be imposed by inclement weather and the availability and willingness of wedding guests to act as subjects it is not possible to guarantee any specific picture, nor to guarantee the incorporation of any particular background, location or group subjects. KG Photography will endeavour to honour all requests for specific photographs, locations or groups but cannot guarantee that any request will be fulfilled.

**Copyright:** The 1988 Copyright, Designs, and Patents Act assigns copyright of artistic works (photographs) to the photographer (or his employer). KG Enterprises (Surrey) Ltd, t/a KG Photography, retains the copyright. The client may not copy any photographs taken under this contract (nor allow copies to be made) either photographically, electronically, or by any other means.

**Viewing:** A mutually convenient appointment will be arranged for viewing of photographs. A selection of photographs/ images will be prepared by KG Photography and the client will be required to make all album selections at this time.

**Force Majeure:** In the unlikely event of total photographic failure, sickness or injury beyond the control of KG Photography, the extent of liability will be restricted to the full refund of all fees paid. The client's statutory rights are not affected.

**Cancellation:** If KG Photography, for any reasons beyond their control (for example, death, injury or sickness of the photographer or his/her assistant), require to cancel this contract the liability shall be limited to a full refund of all fees paid.

The client may cancel the contract at any time – subject to the payment of the following cancellation fees:

After the initial 14 days from the date of signing of the contract, charges apply as a percentage of the total fee due. The charges are based on the number of days remaining before the wedding date

60 days or less	- 100%
61-90 days	- 60%
91-120 days	- 40%.

**Postponement/Date Change:** If the client requires to postpone the wedding or to bring the date forward then, dependent upon the availability of KG Photography, all fees paid may be applied to the fees for the new wedding date. In the case of a changed date the fees applicable will be those in force for the new date. IF KG Photography are unavailable for the revised date then the cancellation fees will apply.

The cancellation fees may be waived if KG Photography successfully contract an alternative booking for the original date.

**Sole Agency:** KG Photography shall have sole (exclusive) access for the purpose of professional still photography. However, we actively support and encourage family, friends and guests to take photographs throughout the day.

Form 13-2-2