

**Client Information**

Bride:	Home:
Address:	Cell:
Email:	Work:

**Referred by:**

Groom:	Home:
Address:	Cell:
Email:	Work:

**Package Information/Wedding Services** – The package must be chosen before the first session.

	Album choices:		
D.J./Band:	Videographer:	Cake Decorator:	Florist:

**Sessions and Coverage Information** – The latest these times may be altered is two weeks prior to the wedding date.

Engagement	Date:	Location:	Photo Time:
Bridal	Date:	Location:	Photo Time:
Wedding Ceremony	Date:	Location:	Time: Photo time:
Wedding Reception	Date:	Location:	Time: Photo Time: Candid Photo Time:
Other Session	Date:	Location:	Time: Photo Time:
Wedding times and dates confirmed: Initial: _____ Date: _____	<b>Additional coverage:</b> If all events I want photographed haven't occurred by the end of the time scheduled, I want the photographer(s) to stay until all the events have occurred. I understand I will be billed at the rate of \$100.00 per half hour. Please <b>initial</b> one: Yes _____ No _____		
Notes:			

**Financial Information** – "Total Charges" are due two weeks prior to the wedding date. Late final payments are subject to a 5% late fee.

Package Price	\$	Deposit	- \$
Additional Services	\$	Additional Payment	- \$
Location Fees	\$	Credit	- \$
Upgrades	\$		- \$
Subtotal	\$		- \$
Sales Tax	\$	Final Payment	- \$
Total Charges	\$	Total Payments	- \$

By signing below, I acknowledge that I understand what is included in the package/services I have chosen and any associated restrictions. I also understand and agree to abide by the "terms and conditions" on page 2:

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

## Terms and Conditions

All proofs, samples, negatives or digital files remain the property of Swensen Photography. If a package includes negatives or high resolution files, the customer will also have ownership and copyrights of those negatives/files. All proofs, negatives or digital files created by Swensen Photography may be used for advertising, display or any purpose thought proper by Swensen Photography.

Negatives or high resolution digital files will be held by Swensen Photography for one year from the date they are created. After one year, they will be archived. After two years, they will be disposed of by Swensen Photography.

Swensen Photography (or it's representative) is not responsible for inclement weather, client tardiness, theft, or any condition or situation beyond it's control which would prevent or hinder Swensen Photography from fulfilling it's obligation to provide excellent photographic coverage.

Due to the customized nature of photographic products, once ordered, tangible products are non-returnable.

Upon signature, the client reserves with Swensen Photography the time(s) and date(s) agreed upon by both parties. For this reason, all deposits are nonrefundable, even if the date is changed or the wedding is canceled for any reason. However, the deposit may be used toward future photography services or products for the same bride or groom.

A deposit of \$500 is due at the signing of this contract. This contract will not be effective until the deposit from the client is received by Swensen Photography.

No other persons, professional photographers or otherwise, may take photographs while Swensen Photography is conducting a posed photography session.

In order to give all our clients equal time for photographic sessions, fees will be charged for late arrival to photographic appointments and appointment end times cannot be extended.

*Thank you for letting us serve you!*