



## **Wedding Photography Contract, Terms, Conditions and Booking Form**

It is mutually agreed that the following terms of agreement form an integral part of this contract and that no variation or modification of this contract shall be effective unless accepted by both Kingsley Scott Photography and the client, in writing.

### **BOOKING DEPOSIT**

A deposit of £100 is required at the time of booking, together with a signed contract. Dates are reserved only when this deposit is paid by cash. An unconditional refund policy exists for a period of 14 days from receipt of this contract and payment.

### **BALANCE PAYMENT**

The balance payment, as stated on the booking confirmation letter from Kingsley Scott Photography, is to be made not later than 14 days prior to the Wedding Ceremony. Payment for additional album photographs, prints and frames is made after the wedding at the time of ordering.

### **FEES**

The deposit and balance payment make up the fee and includes all photography and your package of choice as confirmed on the booking confirmation letter from Kingsley Scott Photography. Prices for wedding reprints are available upon request. Travel is included within Cornwall; otherwise travel is charged at 35p per mile. Other expenses, as agreed, such as hotel, flights, etc will be charged at cost.

### **CREATIVE LICENCE**

Kingsley Scott Photography shall be granted creative and artistic licence in relation to the choice of locations and poses used. Kingsley Scott Photography's judgement on photographic style and the number of photographs taken shall be deemed correct. Some photographs may not be possible due to changes of the weather and the availability and willingness of subjects. Kingsley Scott Photography will do their best to honour requested photographs but do not undertake to guarantee any specific picture nor incorporate any specific background, location or group arrangement.

### **COPYRIGHT**

The 1998 Copyright, Designs, and Patents Act assigns copyright to Kingsley Scott Photography. You may not copy the photographs taken under this contract, or allow copies to be made photographically, electronically, or by any other means without explicit permission from Kingsley Scott Photography. This is a standard condition for most professional photographers.

### **EXCLUSIVITY**

Kingsley Scott Photography shall be the sole professional (still) photographers at the venues specified. We do however positively encourage family, friends, and other guests to take photographs throughout the day.

### **FORCE MAJEURE**

In the unlikely event of total photographic failure, injury or sickness beyond Kingsley Scott Photography's control, their liability shall be limited to a full refund of all monies paid. Your statutory rights are not affected.

**CANCELLATION**

If Kingsley Scott Photography have to cancel this contract for reasons beyond their control (death, injury, sickness, etc), their liability shall be limited to a full refund of all monies paid. If the client cancels this contract after a period of 14 days from the date of signing the contract the following charges apply as a percentage of the total fee due as compensation for loss of income for Kingsley Scott Photography:

Number of days before the wedding	60 days or less 100%
	61 – 90 days 75%
	91 – 120 days 50%
	more than 120 days amount of deposit

Should the cancelled wedding turn out to be a postponement, then, subject to Kingsley Scott Photography's availability, all monies paid may be applied to the new wedding. In this case, the total fees chargeable shall be the fee which applies at that time. In the event that Kingsley Scott Photography take another wedding booking for your cancelled or postponed date a full unconditional refund of your deposit and monies paid shall be made.

**COMPLAINTS PROCEDURE**

Please address any complaints to Kingsley Scott Photography either by email, telephone as per our contact details. We will endeavour to respond to any complaint within 2 working days of receipt.

**PRIVACY**

Kingsley Scott Photography will store your name and wedding details on a private internal database. These details will not be made available to third parties. Should you wish to have your details removed from our database, please advise us in writing.

Date of Wedding & Time of Wedding:	Chosen Package:
Wedding Venue & Address:	Reception Venue & Address (If Different from Wedding Venue):
Bride's Name:	Groom's Name:
Address:	Address:
Bride's Home Telephone:	Groom's Home Telephone:
Bride's Work or Mobile:	Groom's Work or Mobile:
I have read and fully understand the schedule and terms of agreement of this Contract and realise that this contract becomes effective immediately. I agree that cancellation rates will apply in case of any cancellation by me.	
Signed (Groom):	Signed (Bride):
Date:	Date:
<b>TO BE SIGNED BY KINGSLEY SCOTT PHOTOGRAPHY:</b>	
I confirm that I have received a signed copy of the above contract and payment of £100 as a deposit.	
Signed:	Date: