

# VIDEOGRAPHY AGREEMENT - CLIENT INFORMATION

Current Events Productions, P.O.Box 1073, Covington GA 30015, 678-658-9163, FAX 678-658-9165, www.ce-productions.com  
STUDIO LOCATION: 1128 Floyd St. NE, Covington GA 30014

BRIDE'S NAME:	GROOM'S NAME:
CLIENT:	RELATIONSHIP TO BRIDE/GROOM:
STREET ADDRESS:	
CITY, STATE, ZIP	
HOME PHONE:	WORK PHONE:
CLIENT'S CELL #	CLIENT'S EMAIL:
SECOND CONTACT:	PHONE:

EVENT LOCATION: <b>CEREMONY</b>		
DATE	START TIME	END TIME
ADDRESS		
CONTACT PERSON	PHONE	

ADDITIONAL INFO:

PHOTOGRAPHER NAME: \_\_\_\_\_ ARRIVAL TIME: \_\_\_\_\_ AM / PM

WILL COUPLE SEE EACH OTHER PRIOR TO CEREMONY FOR PHOTOS? ☐ YES ☐ NO

☐ PHOTOS PRE-CEREMONY ☐ PHOTOS POST-CEREMONY

EVENT LOCATION: <b>RECEPTION</b>		
DATE	START TIME	END TIME
ADDRESS		
CONTACT PERSON	PHONE	

ADDITIONAL INFO:

LIMO: PRIOR TO RECEPTION? ☐ YES ☐ NO AFTER RECEPTION? ☐ YES ☐ NO ARRIVAL TIME: \_\_\_\_\_

CHECK ALL THAT APPLY:

☐ DANCING ☐ NO DANCING ☐ NO ALCOHOL ☐ ALCOHOL ☐ OPEN BAR ☐ CASH BAR  
☐ LIVE BAND ☐ DJ SORORITY/FRAT? ☐ YES ☐ NO ☐ OTHER: \_\_\_\_\_

SPECIAL INSTRUCTIONS OR SITUATIONS WE SHOULD BE AWARE OF: <b>CONFIDENTIAL</b>	
WEDDING THEME:	WEDDING COLOR THEME:
RECEPTION THEME:	
COUPLES (NEW) ADDRESS AFTER WEDDING DATE:	

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CLIENT INITIALS \_\_\_\_\_

STUDIO INITIALS \_\_\_\_\_

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## TERMS OF THE CONTRACT:

*This must be completely filled out, signed, turned into Current Events Productions a.k.a. C.E.P. before we can officially reserve your wedding date.*

1. C.E.P. is the primary official video taping service. Any other service or guest will be permitted to tape at our discretion.
2. It is understood and agreed that C.E.P. cannot guarantee to produce any video product of any specific object(s), situation(s), person(s), or event(s) or in combination thereof, taken by C.E.P. in the performance of the duties and/or services specified in this assignment.
3. If the total job time exceeds four (4) hours, C.E.P. must either be supplied food and non-alcoholic beverage(s) by Client or C.E.P. shall be permitted a time period not to exceed one (1) hour to obtain refreshment.
4. Studio has the right to assign any videographer(s) for this assignment
5. C.E.P. takes utmost care with respect to exposure, audio quality, editing, duplication and delivery of the video products and services offered. However, in the event that C.E.P. fails to comply with the terms of this contract due to any event or act outside of the control of C.E.P. Liability is limited up to the refund of the deposits. Under no circumstances will refund exceed the amount of monies paid to C.E.P.
6. C.E.P. maintains ownership of the original footage, master and copies for copyright purposes and reserves the right to use the original and copies for display, publication or any other purpose. Please note that the use of other copyright material such as music, photos and video is illegal and cannot be used without written consent from the owner of that copyright.
7. C.E.P. makes every effort and precaution to complete the service as contracted, but cannot be held liable for acts beyond our control. These acts include but are not limited to weather conditions, transportation conditions, restrictions set by religious organizations, facility, audio and/or digital interference, unexpected equipment failure, service or outside source. In the event such service is judged unsatisfactory, the studio is only liable for monies paid.
8. In the event of postponement or cancellation, payments are non-refundable.
9. Finished products and any other media will not leave the premises until C.E.P. is paid in full.
10. \$35.00 will be charged for any returned check and must be paid before delivery.
11. Two-Thirds (2/3) of total amount due, must be paid to C.E.P. no later than 2 weeks prior of wedding date.
12. Please notify photographer that a videographer will be present.
13. Travel fees may be additional depending on your wedding location.
14. Once the video is presented to Client and paid for in full, the project is considered complete. No changes, corrections, alterations or revisions will be considered after two weeks of project completion. Two weeks after you pick up your final video, all project files and original footage will be eliminated. A master DVD disc may be archived for our records. You may order DVD copies at a later date, however, pricing subject to change.

## Terms of Payment:

Down Payment	\$	Date (required to reserve your wedding date)
2 <sup>nd</sup> Payment	\$	Date (due two weeks prior to wedding date)
Remaining Balance	\$	On delivery of the finished product

*An invoice will be generated for your paid and due balances. Sales taxes may apply.*

## Services Worksheet:

Amount \$

Package #	
DVD-R Format	Additional DVD copies
Must have compatible DVD player for proper playback.	Subtotal
	Sales Tax
	<b>TOTAL</b>

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Signed Client: \_\_\_\_\_ Date: \_\_\_\_\_

Signed Studio: \_\_\_\_\_ Date: \_\_\_\_\_