

CONTRACT/ORDER FOR WEDDING PHOTOGRAPHY

**RLTPhotography.com**

598 S. 850 E.

Layton, Utah 84041

801-390-5744

Ryan@rltphotography.com

Wedding Date: \_\_\_\_\_ Pkg. ordered \_\_\_\_\_ you can visit www.RLTPhotography.com for pkgs.

Referred by: \_\_\_\_\_

Bride and Grooms full names \_\_\_\_\_

Phone #'s (cell phones preferred) \_\_\_\_\_

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

Best Address to send stuff to: \_\_\_\_\_

*This constitutes as a binding contract & order for wedding photography by RLT Photography.*

1. **IMAGE ARCHIVAL.** Although great care will be taken with the digital Negatives to ensure they are not lost or damaged, contracted photographer and RLT Photography will not be held liable for loss or damage of digital negatives, regardless of reason for the loss of images. Images are archived in 2 separate locations to ensure images are not lost. If you need additional copies of the negatives, please indicate this.
2. **PHOTOGRAPHY.** It is understood that no other photographer, amateur or professional, shall be allowed to photograph at the wedding while RLT Photography is working (please note that point and click cameras and disposable cameras are fine). It is the person that is taking pictures of all of our poses and shooting over our shoulder that interferes with our shooting, this wastes our time as well as yours. Many well meaning amateurs have ruined shots for us in the past. Any breach of this agreement will constitute a reason for non-completion of the job with no liability to RLT Photography or Photographer. RLT Photography reserves the right to refuse service for any reason and at any time. If wedding is cancelled for any reason after full payment is made 50% of remaining balance paid will be returned to contracting party, and 50% will be retained by RLT Photography to compensate for lost work.
3. **DEPOSIT.** Upon payment of a **\$250.00 deposit**, and or travel fees, RLT Photography reserves said photographer for the time and date agreed upon, and will not make other reservations for that time and date. For this reason, all deposits are **NON-REFUNDABLE**, even if date is changed or wedding is cancelled for any reason. You may apply the deposit towards future photographic sessions with RLT Photography, including weddings. Note that the deposit applies towards the wedding balance and is not in addition. If engagements or Bridal sessions are shot prior to cancellation the rate for those sittings will still be owed (Bridal sitting is \$225 and Engagements are \$200).
4. **TRAVEL.** If travel is involved all travel fees are due in conjunction with the deposit to ensure that flights, hotel and car are booked in a timely manner. Please call for a quote.

5. **WEDDING BALANCE.** Wedding balance is *due 10 business days prior to wedding date*, no exceptions (including family). If payment is not received prior to wedding date RLT Photography and contracted photographer reserve the right to book other events on that date. (i.e. wedding date), and or may not be present on wedding date. If wedding is shot without receiving full payment, no negatives or prints will be released until full payment is received. RLT Photography accepts checks, and all major Credit Cards.
  
6. **ORDERING.** If your package includes an album or prints, all orders must be emailed or called in within 90 days of negatives being shipped. If you copy the images to your computer hard drive they may be re-numbered and not match the numbers I have on file, for this reason please order using the numbers on the disks. Please also include a short description of image being ordered to ensure that the right image is printed.
  
7. **PRE-WEDDING DAY ORDERS AND ENLARGMENTS.** If Client wishes to have any images printed or enlarged to have on display at the wedding/reception, it is the sole responsibility of the signing party to have all orders including enlargements turned into RLT Photography *10 business days prior to the wedding*. Any orders submitted after this may not be ready prior to the wedding/reception day, and cannot be guaranteed. Any Rush orders placed 2-3 business days prior to wedding will be assessed a Minimum \$75 rush fee. (Note, that the rush fees are charged to me by my lab and by my framing and matting specialist). If client is more than 30 minutes late for the Bridal or engagement sitting a \$50 late fee will be charged, please be timely as it is critical to getting good pictures without being rushed.
  
8. **TURN AROUND TIMES.** Turn around time (meaning when you will receive your edited ready for print negatives). for shoots are as follows:
  - **Engagements and Bridal sittings** 2-3 day turn around time (because they are time sensitive) not counting day of shoot, please schedule shoots accordingly. Normally I ship the negatives, or if you would like to pick them up in person at RLT Studio in Layton you may.
  - **Wedding and Reception** 5-6 weeks depending on time of year. (5-6 May-Sept. 4-5 Oct-April).
  - Please NOTE that December is our busiest month with Christmas orders. All orders must be in by Dec 1<sup>st</sup> in order to receive them before Christmas.

Note: All images can be displayed online at no extra charge for friends and families to view, this must be requested.

- Additional sets of Negatives above and beyond three sets (first three sets are free) can be ordered for \$25 per set.

**All Terms of this contract/order are understood and agreed upon.**

Signature of RLT Photography Associate \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Contracting Party \_\_\_\_\_ Date: \_\_\_\_\_