

Reel Lyfe Productions

Weddings, Special Events, Athletic Demos, Voice-Overs
3505 Avocado Drive, Midlothian, VA 23112
(804) 840-8517

www.reellyfeproductions.com Email: reellyfeproductions@gmail.com

Videography Service Agreement

Event Information: (please print)

Event Date: _____ Event Start Time: _____ End Time: (approx.) _____

Type of Event: _____ Rehearsal Date and Time: _____

Venue Name: _____

Street: _____

City: _____ State: _____ Zip: _____

Phone: _____

Reception Venue: (if applicable) _____

Street: _____

City: _____ State: _____ Zip: _____

Phone: _____

Contracting Parties Information: (please print)

Bride's Name: _____

Address: _____

City: _____ State: _____

Zip: _____

Phone: ☐ c ☐ h ☐ w _____

Email: _____

Bride's Parents: _____

Address: _____

City: _____ State: _____

Zip: _____

Phone: ☐ c ☐ h ☐ w _____

Groom's Name: _____

Address: _____

City: _____ State: _____

Zip: _____

Phone: ☐ c ☐ h ☐ w _____

Email: _____

Groom's Parents: _____

Address: _____

City: _____ State: _____

Zip: _____

Phone: ☐ c ☐ h ☐ w _____

Price Information: (please print)

NOTE: A \$250 non-refundable deposit is required to hold the event date.

Video Package or Service requested: _____

Video Package or Service Price: \$ _____

Deposit Amount: (non-refundable) \$ _____

Balance Due: \$ _____

Expenses: (i.e. hotel, meals etc.) \$ _____

Other: (extra DVDs, equipment etc.) \$ _____

Total Balance Due: \$ _____

Final payment is due no later than 7 days prior to event date.

******Please make checks payable to: Reel Lyfe Productions******

This is a contract for videography services to be provided by Reel Lyfe Productions and/or individuals subcontracted to do work for Reel Lyfe Productions. You agree to the following terms and conditions.

CHANGE OF DATE OR VENUE

Reel Lyfe Productions (hereinafter collectively "RLP") must be notified immediately of any changes in schedule or location, at least one week prior to the scheduled date of event. Notification of any changes can be made by phone along with written notice sent via email for documentation. If an email is sent, a confirmation of receipt must be in writing. It is the client's responsibility to confirm all arrangements at least 7-10 days prior to the event. In the event of change of address or contact information as listed, you must notify Reel Lyfe Productions.

RETAINER

A retainer fee of **\$250.00** is required to hold the date of your event. No date is reserved until a retainer is received. The balance of the complete package price must be paid at least 7 days prior to the event. If final payment is not received, RLP will not be obligated to provide service(s).

CANCELLATION

There shall be NO refund of retainer after 48 hours from the signing of agreement due to the reservation of the videography date. Any other arrangements shall be discussed between the client and RLP. All arrangements will be put in writing. Cancellation(s) must be in writing, sent via email, even if a phone call is made to inform RLP of the cancellation.

FAILURE TO PERFORM

Due to the limited and subjective nature of the event, RLP cannot be held responsible for lack of coverage resulting from weather conditions, or schedule complications caused by but not limited to, person(s) in or at the event, or by the church or location restrictions. The videographer is not responsible for lost filming opportunities due to other camera operators, the lateness of the bride, groom, or other principles. The videographer is not responsible for the lack of coverage due to lateness of individuals, rules and restrictions of venue, or the rendering of decorations of the location. It is acknowledged that any lists submitted to RLP will be used for organizational purposes only and in no way represents video that will actually be produced. RLP will do its best to fulfill all requests but can make no guarantees all images will be delivered. Clients are responsible for all location fees and permits.

LIMITED LIABILITY

If RLP or its assigns, cannot perform this agreement due to a fire, casualty, strike or other civil disturbances, Acts of God, including but not limited to, road closures, severe traffic, fire, terrorism or other causes beyond the control of the parties, or due to the videographers illness, then RLP shall return any moneys paid by the client, less expenses and retainer, but shall have no further liability with respect to the agreement. This limitation of liability shall also apply in the event that video materials are damaged through camera malfunction, lost in the mail, or otherwise lost or damaged without the fault on the part of RLP.

INCLEMENT WEATHER

In the event of severe weather, including but not limiting a blizzard, sever rain storm or other unforeseeable events, RLP may make the decision that it's unsafe to drive home, therefore, any hotel stay will be billed to the client. If an event is held outdoors during inclement weather, RLP will take precautions to protect its' equipment, however, the client will be responsible for any damage sustained to equipment during videotaping.

LOCATION LIGHTING

RLP is not responsible for sub-standard or poor location lighting due to faulty or outdated fixtures and/or lighting controls or lack of natural light. When applicable, RLP will use supplemental lighting in the form of portable studio fixtures which range from 250-500 watts. If the client, or their representative(s), decides against supplemental lighting after RLP has determined it is needed, then RLP will not be responsible for low quality video due to the lack of adequate lighting.

COPYRIGHT

Title (possession) of and copyright to all products shall remain with RLP until client has paid in full. All videotapes are copyrighted. The digital images (hereinafter collectively "images") created by RLP and/or subcontractor(s) remain the property of RLP. It is illegal to copy, scan, reproduce, or post online in forums elsewhere without the written permission of RLP. Violators of this federal law will be subject to its civil and criminal penalties.

EXCLUSIVE VIDEOGRAPHER

RLP shall be the exclusive videographer(s) retained by the client for the purpose of videotaping the event. Family and friends of the clients and other vendors shall not interfere with the videographer's duties. Guests may be asked to refrain from videotaping at certain intervals of the wedding service(s) to ensure proper coverage of the event.

EVENT FOOD SERVICE

A light meal is required for events up to 6 hours for RLP. For events up to and past 8 hours a full course meal is required. If no meal is provided, it is understood that RLP will leave the event to purchase a meal.

RETURNED CHECKS

Returned checks are subject to a \$50.00 returned check fee. Client assumes responsibility for any and all collection costs and legal fees incurred by RLP in the event of enforcement of this contract becomes necessary. All legal action shall take place in Chesterfield County, Virginia.

CREATIVE LICENSE

Images are edited at the videographer's discretion, and final product may not include all images shot. RLP reserves the creative right to edit and release only those deemed creditable as professional in quality and within the photographer's artistic standards.

VIDEO DELIVERY TIME

Video delivery is 4-6 weeks from the time the event is filmed. At that time, the client will be provided with a video proof or "rough draft" of the final product. Client agrees to view the proof in a timely manner and notify RLP of any necessary and/or desired changes (editing). Reasonable edits to existing footage shall be performed at no additional charge to the client. RLP reserves the right to determine what is considered reasonable and within the scope of professional standards.

SUBSTITUTION

In the event of illness or sudden events out of the control of both parties, RLP will attempt to substitute a videographer at no cost to client. This contract will be transferable to said videographer.

CD/DVD STORAGE

Due to the lack of information about how long CDs/DVDs can hold information, RLP recommends you back up your images on another media format other than CD/DVD. RLP also recommends making multiple copies of CDs/DVDs every year to insure the images for years to come. RLP can not be held responsible for the failure of CDs/DVDs due to mishandling. It is the client's responsibility to keep several copies of any CDs/DVDs in more than one location, and back up the images on another format such as a hard drive.

The undersigned hereby acknowledge that they have received, read, and understand RLP's terms and conditions. Only the bride and groom (or signers of this document) can discuss any problems that arise.

Permission is hereby granted to RLP to use any images created under this contract for professional samples, displays, internet website pages, advertising, exhibitions, contests, and any other ethical purpose.

RLP retains the copyright to all images produced by RLP and/or subcontractors. The client understands the video provided on CD/DVD cannot be used for profit or advertising.

I understand and agree to all of the above:

Contracting Party (client)

Date

Contracting Party (videographer)

Date