

## **Wedding Video Services Contract**

**Clients:** Bride –

Groom –

**Personal Address:**

**Contact Phone(s):**

**Contact Email(s):**

**Event Date:**

**Ceremony Location:**

**Contact representative & Contact Phone:**

**Start Time:**

**End Time:**

**Reception Location:**

**Contact representative & Contact Phone:**

**Start Time:**

**End Time:**

**Location for preparation of Bridal Party:**

**Arrival time for preparation of Bridal Party:**

### **ITEMS INCLUDED IN YOUR CONTRACT PACKAGE:**

- ☐ One DSLR cinematic camera operated by myself for entirety of bride and groom preparation for ceremony, wedding ceremony, and reception.
  - ☐ Anything wanting to be filmed in addition to above needs to be communicated no less than 2 weeks prior to wedding date.
- ☐ Wireless Microphone during Ceremony or separate audio recording device for audio clarity of vows.

- ☐ Full Cinematic style editing in a Short Form Highlight Film of entire wedding
  - o (Approximately 5-12 minutes in length unless otherwise noted and price adjustments made)
- ☐ One copy of final film sent electronically to bride and groom
  - o USB copies for parents (number of parent copies  )
  - o Optional but must be communicated within 2 weeks after wedding date
- ☐ Editing time to receive final product: approximately 5-10 weeks from date of Wedding

### **CONTRACT PACKAGE AMOUNTS AND PAYMENT ARRANGEMENTS:**

Total Amount of Contract Package:

Deposit amount:

Final Balance (due one month before wedding):

Voice Over will be an additional charge depending on the amount of people

Location cost may also be factored depending on location and if a hotel is needed.

Communication with videographer will take place to see the best fit.

Drone footage will be an additional charge depending on location and amount needed.

**ALL CHECKS FOR SERVICES RENDERED IN THIS CONTRACT ARE TO BE MADE PAYABLE TO: Katelynd Wood**

**TERMS AND CONDITIONS:** KW Production

**I, Katelynd Wood,** will arrive approximately 30 minutes prior to anticipated preparation time to set up. This time will not be charged against your total coverage time.

**Katelynd Wood** obeys all church rules and regulations set forth as voiced to her. The wireless microphone may be prohibited at certain churches or locations. Therefore, if your church or location rules prohibit the wireless microphone and you get permission otherwise, I need this given to me in writing: **Any alterations to church or location rules should be given to me in writing no later than 1 month prior to the event, and be signed by an authorized representative of your respective church or ceremony location.** The microphone is placed on the groom or facilitator of the ceremony and is very sensitive but

powerful. In some cases, if the wearer hugs/hits/bumps the recorder or mic, understand that it can cause inability for successful recording. The mic will pick up the sound of the bride, groom, and officiant. The sound from the microphone ONLY enters the recorder and is not an amplification for your audience. Because it is so sensitive, it will pick up sounds from the groom moving while wearing it, or in cases where the couple may be crying; sniffles and other sounds. Therefore, I normally only use the microphone sound for the vows and ring exchange (when the bride or groom is speaking) and not use it to pick up the officiant's sound for the video unless desired by the bride and groom for video use. Since the audio equipment does not amplify anyone's voice (it directly feeds into the recorder and not to an external speaker for audience), we recommend you have your DJ or sound person at location to amplify the officiant's voice with a different microphone for the best possible sound for your guests. The wireless microphone is set to a unique frequency and DOES NOT interfere with house microphones or DJ's microphones. We are not responsible for poor audio quality coming from a microphone not affiliated with **KW Productions**.

I request that I may be provided a meal/dinner at the reception. If there is a buffet, I request to be included in the guest count for the buffet. If it is a sit down dinner, I ask to have a plate provided in a time that will not interfere with filming or boxed up if there is no break in events. **KW Productions** in some cases may use a small video light at dimly lit receptions in order to obtain the best quality on the final film if reception lighting is not adequate for the video. If this light is offensive in any way, I will turn it off, however client shall be aware that the resulting footage without such light may be very dark and exhibit extreme noise grain. I ask that if you do decide to have the light turned off, that the reception's house lights are **strongly suggested** to be turned slightly brighter in very dark circumstances in order to obtain the best lighting possible.

**KW Productions** requires that I be given ample time to set up before any main event. I need at least 5 minutes to get the audio recording going and my camera ready before each big event such as the toasts or cake cutting. We are not responsible for missed footage due to poor communication from you or your wedding coordinator at the event. **Please make your coordinator aware of this policy and allow him/her to contact me to discuss itinerary of events or otherwise bride and groom are responsible to disclose day's events and times to me two weeks prior and in detail.**

We may go slightly over or under the total filming hours and any time difference will not be charged against you or allots money back if time is less than anticipated. **KW Production** retains the right to use this footage for promotional and advertising purposes.

This is not limited to: displaying the finished film edit on my personal webpage, YouTube channel, Facebook page, and/or submitting the film for publication in contests or other wedding blogs. If you wish to **NOT** have your film submitted for publication, you must request this in writing no later than 2 weeks AFTER being given final film. By signing this contract, you authorize me to submit your films for publication and above conditions. Any unauthorized duplication of the final disc without my consent could result in serious penalties under legal copyright law. Clients may post or share online video clips as long as proper credit and a link are given to **KW Productions and to my personal website or YouTube Channel**. (This includes posting on personal websites, social media, Facebook, YouTube, and/or other sharing sites).

**Liability Clause:** If **KW Productions** shall fail to perform due to fire, any other casualty, weather canceling strike, or other cause beyond the control of either party, then **KW Production** will return full payments made from the client but shall have no other further liability with respect to the Agreement unless a new one is made. This limitation on liability shall also apply in the event that video materials or equipment should prove to malfunction or be damaged without fault on the part of **Katelynd Wood**. In the event that **Katelynd Wood** fails to perform for any reason deemed as fault of the videographer, then **KW Productions** shall not be liable to return for any amount in excess of the full contractual amount paid of [REDACTED] total.

**\*\*Church or location restrictions** may prohibit us from obtaining a desirable aisle walk. If I am not allowed to be in the pews or if there is not enough space to accommodate the cinematography in the ceremony location for the bride's entrance or couple's exit, I will obey church/location rules and make best possible arrangements to capture moments such as that. If you would like to get special permission for me to be in a certain location, you must obtain permission from the church or representative from the location and I will need this permission in writing and signed by the authorized representative of location detailing where I am permitted to be.

**\*\* First Looks:** If the Bride and Groom will be seeing each other before the ceremony for photos, you must alert me no less than a week in advance so that I may arrive in time to film those moments as well.

**KW Production is an independent freelance Wedding Videographer.**

I acknowledge and agree to all terms outlined in this contract:

Client Signatures: \_\_\_\_\_

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

Cinematographer: \_\_\_\_\_

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